

THE OHIO STATE UNIVERSITY
OFFICIAL PROCEEDINGS OF THE
ONE THOUSAND TWO HUNDRED AND NINETY-SEVENTH MEETING
OF THE BOARD OF TRUSTEES

Columbus, Ohio, November 5, 1993

The Board of Trustees met at its regular monthly meeting on Friday, November 5, 1993, at The Ohio State University Fawcett Center for Tomorrow, Columbus, Ohio, pursuant to adjournment.

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Minutes of the last meeting were approved.

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November 5, 1993 meeting, Board of Trustees

The Chairman, Ms. Casto, called the meeting of the Board of Trustees to order on November 5, 1993, at 10:45 a.m. She requested the Secretary to call the roll.

Present: Deborah E. Casto, Chairman, John W. Kessler, Alex Shumate, Theodore S. Celeste, Michael F. Colley, George A. Skestos, David L. Brennan, Hiawatha N. Francisco, Jr., and Amira N. Ailabouni.

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PRESIDENT'S REPORT

President Gee:

Ladies and gentlemen, welcome today. Let me just note that October was a month of Homecoming for the University and it wasn't just a homecoming event celebrating football. Yes, without a doubt we did have a wonderful Homecoming celebration complete with a great parade and pep rally. Homecoming King Dwayne Devlin, Queen Monica Martin, and the members of the court represent the great energy and spirit of our undergraduate students. The 25th reunion of the 1968 national championship football team was both a celebration and an inspiration for things to come -- we hope! The tradition of Homecoming gives us an opportunity to recognize both current and former students and friends of the University.

As we all know, this institution is blessed with strong support from our alumni throughout the year. This month, the Alumni Association recognized thirteen individuals for their contributions to their communities, their careers, and their alma mater. I might note that among those honored was a former member of the Board of Trustees, Bob Dorsey, who continues to serve Ohio State as one of its strongest advocates. Bob is here and present on all appropriate occasions. The members of the Alumni Advisory Committee returned to campus this month to meet with faculty and students and to give their counsel on ways we can further enhance the University. I would just note parenthetically that our Alumni Council does a terrific job on our behalf.

The Ohio State University Foundation Board of Directors, a group of very distinguished supporters of this University, met to help plan for a sound future for the University. And I have myself met with a number of corporate and community leaders to spread the good news about Ohio State and to enlist their assistance in developing even stronger support for the future. A meeting of out-of-state guidance counselors provided me an outstanding forum for recruiting high-ability students from across the nation to Ohio State.

Wexner Center Artist-in-Residence Maya Lin had a homecoming of sorts this month, as she returned to her home state for the dedication of her sculpture, *Groundswell*, a permanent installation at the Wexner Center for the Arts. For those who have not have had an opportunity I urge you to visit or see it.

Professor Emeritus and former Associate Provost Joan Leitzel returned to Ohio State last month for the dedication of the Science and Engineering Library. It is really a remarkable new addition to our campus both in terms of the facility and the quality of what we are trying to do with our libraries. Some of the furniture has yet to arrive, but after seeing groups of students sprawled on the floor studying, I suspect that the librarians will have trouble getting them into the chairs even when they arrive!

PRESIDENT'S REPORT (contd)

President Gee: (contd)

We re-dedicated Derby Hall this month, adding to the beauty of the central core of the campus. The redesign does much to advance learning with classrooms, seminar spaces, laboratories, and much improved faculty offices for several disciplines in the social and behavioral sciences. A number of people on Vice President Janet Pichette's staff and in Vice President Bill Shkurti's area deserve particular commendation for completing this complex renovation project so successfully -- on time, on target, and certainly with the minimum amount of disruption.

Each of the occasions and projects I have mentioned are evidence of strong partnerships between the University, its alumni, and the great community that we serve. But we must be reminded that we have to always continue to build these linkages for our future.

I am particularly pleased to share two very different and very important examples of Ohio State's broad partnerships. We have been awarded \$6.9 million dollars in grants from the federal Technology Reinvestment Project. Designed to help individuals and firms convert from defense contract work to commercial applications, one of our funded projects is being conducted jointly with the Edison Welding Institute and the American Welding Society. Another is a collaboration with Drexel University in Philadelphia and was developed with support from the Ohio Department of Development and the Ohio Board of Regents. These cooperative projects underscore the importance and quality of our academic programs in training engineers for Ohio and certainly for the nation.

A number of Ohio State students are engaged in a different type of cooperative effort. Yesterday, we celebrated the kick-off of the partnership between Indianola Alternative Elementary School and Ohio State's fraternity and sorority members. Through a national Adopt-A-School program, college students will volunteer their time for one-on-one tutoring, assistance with club activities, and other services to the teachers and students of this Columbus Public school located here in the neighborhood of the University. I can tell you, the teachers, the school kids, and our students are very excited about this opportunity for community service. And I would note that our own Board member Amira has been very instrumental in this and I congratulate you and I congratulate all of your colleagues. So I would note to all of you that it is vital for us to continue to reach out to our communities, our former students, and our friends as we pursue an agenda of excellence for the future.

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AUTUMN QUARTER ENROLLMENT REPORT

Mr. William J. Shkurti:

The item on enrollments that we will be reporting on is in your Board books, entitled "Autumn Quarter 1993 Enrollment Summary." This is a report we annually give to the Board of Trustees at this time and we try to answer three questions: 1) What are the Autumn Quarter enrollments by campus and student level?, 2) What is the status of our minority enrollments?, and 3) What are the financial implications of these enrollments?

AUTUMN QUARTER ENROLLMENT REPORT (contd)

Mr. Shkurti: (contd)

In addition, a subsequent report will address retention characteristics of the incoming freshmen class and how we compare with other institutions. That data will be available later and will be the subject of a separate report. Finally, before I get started, let me acknowledge Jim Mager, Director of Admissions and Student Financial Aid, and Gene Schuster, University Registrar, who have done a substantial amount of the work involved in generating the information for this report.

Let me turn first to the Autumn Quarter enrollment levels which are summarized on pages 2 and 3 of the document. The total University enrollment for fall quarter is 56,817, which is a reduction of 1,768 or 3 percent from last year. That is a reduction that was planned for in our budgeting. In fact, it was very close to our projections which I will talk about in a minute. All of our campuses experienced enrollment declines, the largest decline being at Lima and the smallest at Marion. Again, that is consistent with the statewide trend. The declines are primarily a result of reductions in undergraduate enrollments.

Our graduate enrollment on the main campus has reached a record high and has increased from last year. That is good news from our point of view and the reversal of what we hoped was not a trend that appeared to be starting last year.

The enrollment of professional students has remained stable and the distribution of resident and non-resident students has remained stable. As you can see the vast majority of our students -- 92 percent of our undergraduates, 91.5 percent of our professional students, and 62 percent of our graduate students -- are residents of the State of Ohio.

Next, I will turn to Bob Arnold who will discuss the numbers involving minority enrollment.

Dr. Robert L. Arnold:

The Autumn Quarter 1993 minority enrollment of 6,345 is the highest we have ever achieved, with an increase of 482, or 8.2 percent, over last year. The Columbus Campus minority enrollment of 6,034, also is an all time record, with an increase of 431, or 7.7 percent, over a year ago.

Minorities now represent 11.9 percent of the student population on the Columbus Campus and these increases were achieved in all minority categories. The increases can be attributed to both an increase in retention of minority students and increased activity in recruitment of those students. The chart that follows indicates those increases.

Mr. Shkurti:

Thank you, Bob. Let me turn now to financial implications -- a subject near and dear to my heart.

First of all, I should point out that the enrollments we talked about -- even though they are down -- were down the amount that was projected when we put the budget together. So they should generate the tuition and subsidy income levels very close to budgeted levels. In fact, if our projections hold through Winter and Spring Quarters, our income estimates will be within a half a million dollars of what we estimated last June, and that is within one-tenth of one percent of our income

AUTUMN QUARTER ENROLLMENT REPORT (contd)

Mr. Shkurti: (contd)

estimates. Any time you can project that closely in this kind of environment it is wonderful, and I'd rather be lucky than good in that particular area.

The second implication from this is that barring any catastrophic surprises -- such as a world-wide depression or some other horrible thing -- the budget passed by the Trustees on July 9, 1993, which was balanced based on our projections, will remain balanced through June 30, 1994. In normal times that is something we would take for granted. With what we have gone through the last three years, it is an important step forward that we won't have to be rewriting budgets, hopefully, through the rest of this year. We can now start concentrating on planning for next year.

Madam Chairman, that concludes our formal presentation and we would be glad to attempt to answer any questions the Board may have.

President Gee:

Could I make a couple of additional comments, Madam Chair? Just as a matter of policy implication -- and this is something that we have discussed on a number of occasions with the Board -- and the Board has discussed it itself. I think it is important for the wider community to hear this.

Our enrollment is directly on target where we projected it to be. Some people ask us, "Why is your enrollment down?" Again, let me remind everyone that we, as a Board and as a University, made a determination that we were going to downsize the institution somewhat from its high of over 60,000 students, to somewhere between 55,000 and 57,000 students. This is approximately where we are. That was a policy decision we made. We have done that through our managed enrollment, raising admission standards, and targeting different populations.

We were a little concerned that we had been so successful in targeting that we were going to be down more, but thanks to Jim and his group we came in right on target. I want everyone to understand that the enrollment we are at now is the enrollment we planned.

The second thing which is very encouraging -- because we are concerned about this -- are the implications for our graduate enrollment. I know that our faculty chairs over here would say that what we are trying to do is set a balance between the undergraduate and graduate programs in a variety of ways, including the balance in terms of our number of graduate vs. undergraduate students. We are very much on target there.

And the third thing is that many people raise the question that as you decrease the enrollment and raise the standards for admission to the university, what will be the impact on minority enrollment. Many people thought there would be an adverse impact. I think that we have answered that question with this process today. So we have gone through a planning project which has come out almost exactly where we said it would, based upon the criteria that we developed three years ago.

So to all of you over there and to Bill, Bob, and to Academic Affairs, I think that this is a very good story for us right now.

AUTUMN QUARTER ENROLLMENT REPORT (contd)

Ms. Casto:

Are there any other questions or comments? It was excellent. Thank you, Mr. Shkurti and Dr. Arnold.

(See Appendix XVIII for charts on Autumn Quarter Enrollment, page 461.)

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RESEARCH FOUNDATION REPORT

Mr. Celeste:

Once again your reports for the Research Foundation should be at your places. The summaries of the grants and contracts received by The Ohio State University Research Foundation during the month of September can be found at Tab 1 in the report. Awards for the period July 1993 through September 1993 are down about 11 percent compared to the preceding year. However, the decrease is due almost entirely to the delayed arrival of continuation funding for a very large project supported by the Department of Labor.

At Tab 2 there is a summary of expenditures for the months of July through September for Fiscal Year 1994 and Fiscal Year 1993. Total expenditures for FY 1994 exceed FY 1993 expenditures by 7.8 percent. Of particular note is the increase of 12 percent in external support for personnel. We are pleased to see this, because it means more support for our graduate students and faculty.

Some new projects of special interest that were funded in the month of September are described at Tab 3. I thought you might be interested in knowing that Dr. Forman from the Byrd Polar Research Center received over \$258,000 from the Department of the Navy to study the distribution of radioactive contaminants in parts of the Russian Arctic Ocean. This is one of the first collaborative studies to be conducted in a region that until very recently was almost inaccessible to the international community. The results of the study will permit an assessment of the hazards that radioactive pollution poses to the Arctic ecosystem.

A second project of interest is entitled *Commercialization of Solid State Carbon Monoxide Gas Sensors*. Dr. Akbar from the Department of Materials Science and Engineering received almost \$102,000 from the Edison Materials Technology Center. He will use the funds to develop carbon monoxide monitors for commercial heat treating furnaces using technology developed at Ohio State University.

I would also like to mention to the Board that I had a chance to visit with Dr. Kos Ishii, a National Science Foundation Presidential Young Investigator and Associate Professor of Mechanical Engineering. Dr. Ishii and his students are developing strategies that allow product designers to consider not only how efficient it is to manufacture a product, but also how easy it will be to service the product during its useful life and how it can finally be disposed of with minimal environmental impact. This enhanced product design concept is attracting considerable interest both in this country and abroad.

I might mention that in touring his laboratories, and as a matter of course in the discussion, he supplied me with one of the products that some students -- Thomas

RESEARCH FOUNDATION REPORT (contd)

Mr. Celeste: (contd)

King, Patrick DiMarco, Scott Heitzenrater, and Tony Nicol -- developed in one of his classes. If any of you have broken your fingernails opening cans of Coke or blistered your hands in opening the tops of pop bottles, here -- with the good old Ohio State buckeye emblem on the top -- is a product that was designed, created, developed, and manufactured all in a week's period of time. We will see what we can do about making those available.

Tab 4 contains a list of all projects funded in September.

At Tab 5 is a copy of a news release describing the significant increases in both sponsored research awards and expenditures in FY '93, compared to previous years. Particularly noteworthy are the increases of 25 percent in funding from the National Science Foundation and almost 12 percent from the National Institutes of Health, the two leading funders of basic research. The amount of funding from these two agencies is frequently used as an indicator of the quality of an institution's research programs.

At Tab 6 are press releases issued by University Communications highlighting recent research activity, including the quarterly Cancer Report.

Madam Chair, that completes my remarks.

REPORT OF RESEARCH CONTRACTS AND GRANTS

Resolution No. 94-50

Synopsis: The reports on research and other sponsored program contracts and grants and the summary for September 1993 are presented for Board acceptance.

WHEREAS monies are solicited and received on behalf of the University from governmental, industrial, and other agencies in support of research, instructional activities, and service; and

WHEREAS such monies are received through The Ohio State University Research Foundation:

NOW THEREFORE

BE IT RESOLVED, That the research agreement between The Ohio State University and The Ohio State University Research Foundation for the contracts and grants reported herein during the month of September 1993 be approved.

Upon motion of Mr. Celeste, seconded by Mr. Shumate, the Board of Trustees adopted the foregoing resolution by unanimous voice vote.

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HOSPITALS BOARD REPORT

Mr. Skestos:

Madam Chairman, we did not meet during the month of October so consequently I have no report; however, I would seek Board approval on the following resolution:

UNIVERSITY HOSPITALS BOARD APPOINTMENT

Resolution No. 94-

51

Synopsis: Approval of the appointment of a Hospitals Board member is proposed.

WHEREAS the Board of Trustees on November 30, 1979, approved the establishment of a University Hospitals Board; and

WHEREAS the membership of the Hospitals Board was approved on April 4, 1980, and has been subsequently amended; and

WHEREAS Mr. Peter Frenzer has been recommended for appointment as a Hospitals Board Member:

NOW THEREFORE

BE IT RESOLVED, That Peter Frenzer be appointed as a general public member of the University Hospitals Board for a term of three years, effective November 1, 1993.

Upon motion of Mr. Skestos, seconded by Mr. Colley, the Board of Trustees adopted the foregoing resolution by unanimous voice vote.

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CANCER HOSPITAL REPORT

Mr. Kessler:

I would like to recommend the following resolution:

THE ARTHUR G. JAMES CANCER HOSPITAL AND RESEARCH INSTITUTE BOARD APPOINTMENTS

Resolution No. 94-52

Synopsis: Confirmation and approval of nominees to The Arthur G. James Cancer Hospital and Research Institute Board is proposed.

WHEREAS the Board of Trustees on September 1, 1993 approved the establishment of The Arthur G. James Cancer Hospital and Research Institute Board; and

WHEREAS it has been stipulated in Bylaw 3335-1-03 (W) that the Cancer Hospital Board shall be comprised of two members of the university board and a senior physician and faculty member, two senior university administrators, and two citizens from the general public who shall be appointed by the university board of trustees in consultation with the president; and

WHEREAS the following named persons have been nominated and selected for immediate appointment to the Cancer Hospital Board:

**THE ARTHUR G. JAMES CANCER HOSPITAL
AND RESEARCH INSTITUTE BOARD APPOINTMENTS (contd)**

John W. Kessler, Trustee
Alex Shumate, Trustee
Henry G. Cramblett, M.D., Senior Physician and Faculty Member
Edward F. Hayes, Senior University Administrator
William J. Shkurti, Senior University Administrator
Richard J. Solove, General Public Member
Ellen Hardyman, General Public Member

NOW THEREFORE

BE IT RESOLVED, That the foregoing nominees be confirmed and approved, effective immediately, as members of The Arthur G. James Cancer Hospital and Research Institute Board for a term ending April 30, 1994.

Upon motion of Mr. Kessler, seconded by Mr. Colley, the Board of Trustees adopted the foregoing resolution by unanimous voice vote.

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STUDENT AFFAIRS COMMITTEE REPORT

Mr. Francisco:

The Student Affairs Committee met yesterday and discussed financial aid, tuition, and fees with Bill Shkurti, Jim Mager, Bob Arnold, Leonard Copeland, Jim Nichols, and Gene Schuster. I would like to call on Jim Mager and Gene Schuster to give a brief report on the changes in financial aid and the University Fee Committee report.

Dr. James J. Mager:

Thank you, Mr. Francisco. The area of financial aid has been a continuing discussion at this University for the last few years. I know during the 1992-93 Fiscal Year President Gee made it a priority for the University. As the federal regulations become increasingly complex each year and for proper reasons as default rates rise, etc., it has become quite a challenge for universities to meet the demands of the students and to keep within the regulations of the federal government in the area of financial aid.

This past year, however, we went through a period of time where the regulations and the procedures for the federal government increased and the University did not keep up and the gap therefore widened. I am happy to report that that gap is narrowing. I want to also emphasize in the same breath that the gap still remains, but we are going in the right direction.

I want to say the reauthorization year is a year that has been the good news for students. For example, much more money is available to students in loans to support their higher education. We have had a 20 percent increase in student loans. It is good to support students through higher education, but it is also bad because they have to pay those loans back after school. The forms have changed dramatically. Sixty percent of the forms that we and the Ohio Student Aid Commission received were filled out incorrectly. So there was a lot of going back and forth with many of the students. Those are some of the challenges that we

STUDENT AFFAIRS COMMITTEE REPORT (contd)

Dr. Mager: (contd)

had this year. I am very pleased to report that our turnaround time, as reported to the Board and to others a number of times, has improved remarkably from a 9 to 13 week turnaround time to one to two week turnaround time.

An error rate of 60 percent is another major problem that we deal with. We are dealing with students with forms, form design problems, and the fact that the typical student will be under four or five types of financial aid -- scholarships, grants, loans, etc. -- and how these interact with each other. The student is also often in dynamic situations with family, jobs, etc. So we have found that in addition to people we need computers to help us out with many of these complexities and error rates. We have taken action and are now in the process of putting in a computer system. Even though our computer systems and our financial aid are setup for a quarter system, the College of Law is under a semester system. We have had a difficult time interfacing and we are now addressing this. That will be fixed in the upcoming year.

Access to the office -- very difficult -- busy signals to the office and long lines have been the norm the last few years. We have taken action by increasing office access by more than 50 percent, as far as people being able to address students' financial aid needs on a daily basis.

Unfortunately much of the progress made this past year was cancelled from many students' view points by the fact that the Ohio Student Aid Commission had difficulties with their part of the process. This has been very well publicized. The first week of school over 1,000 Ohio State University students were caught up in a backlog at the Ohio Student Aid Commission. As a result of that, a couple of things happened. First of all, the University was able to provide over \$2 million in emergency short-term loans to allow students to pay their fees in a timely fashion. At the same time, the Ohio Board of Regents gave us flexibility on our fourteenth day counts that were reported here because this was truly a State of Ohio problem, not just an Ohio State University problem. As a result, some flexibilities were given. We were able to identify those students who were caught up in that backlog and to include them in our counts.

As I look at the future, we are working on computerization as a major factor. We feel very good that we will be able to make progress in that area. The Ohio Student Aid Commission -- the problems that we have had in that area -- we work on a day-to-day basis with them, as do other universities throughout the State. I believe that will be just a one-time phenomenon and we will not have that occur again with the Ohio Student Aid Commission.

This year Congress passed the phasing in of direct lending where students can take out loans directly with Ohio State University or any other institution. We were one of the first people to sign up for that and are planning to phase that in beginning as early as 1994-95. We must be chosen by the federal government to be in that first phase. We have done everything we can, including a very strong letter of support from President Gee, to try to be in that first phase.

So those are the highlights we talked about yesterday, and I am available for any questions you might have.

STUDENT AFFAIRS COMMITTEE REPORT (contd)

Mr. Francisco:

Any questions for Jim?

Mr. Brennan:

What percentage of our students are on some sort of financial aid?

Dr. Mager:

It has been running in the neighborhood of 60 to 70 percent. So typically on the Columbus Campus 30,000 to 35,000 students are on financial aid. Financial aid could be a scholarship, some type of loan, or graduate students could be on some type of graduate assistantship, but we are talking 60 to 70 percent. I wouldn't want to say that the numbers and the percentages are on the rise, because certainly from the students' point of view the cost of higher education has been out pacing their typical earning power away from higher education and that is the reason. For example, the 20 percent increase in loans that we saw this year was another indicator of that rise.

Mr. Francisco:

Any other questions for Jim?

President Gee:

I might note just as a matter of information -- I think you have all seen that U.S. News and World Report designated in one of their latest additions, the best buys in American higher education. Among national universities we were clearly one of the best buys. As we talk about tuition, fees, and the cost of education -- and having a daughter at another institution where I am now taking in washing on Saturday's and Sunday's to pay for her -- I can tell you that our students are -- despite the fact that we are very concerned about the cost -- getting a great education for what they are paying. We need to remind ourselves of that through all of this discussion.

Secondly, I would say that Jim and his folks have done a remarkable job. Our financial aid area was one of the major problems that we had on our radar screen. It was very high with students and a variety of folks as we heard commentaries, the majority of it not positive. This year the comments have just been remarkable, the down time and the opportunities for students to get access is a great compliment to you and your great staff, Jim. I want to personally and publicly thank you.

Mr. Francisco:

I would like to now call on Gene Schuster to report on the University's fees.

Mr. Gene Schuster:

Well, obviously, as an implementer of fees I have a unique position -- a position to try to be an observer of this process. You obviously play a key role in this as you are the group that has to set the fees.

STUDENT AFFAIRS COMMITTEE REPORT (contd)

Mr. Schuster: (contd)

Mr. Shkurti did an excellent job reporting the difficulty in trying to balance the income versus the expenses. He discussed the portion of the budget that comes from the State subsidy and the fact that the only other thing that comes into that income pot is fees. Then the challenge on the expense side is to try and provide quality and access for students and the diverse group of programs that the University offers. There are balance points that are struck and they have certain philosophies connected with them.

We talked about the fact that the fees really wind up being on a continuum between those mandatory fees -- like the instruction fee, general fee, and out-of-state tuition -- versus fees like the optional service fees where people pay fees for services. They make a choice about whether they need the particular services. And as new fees are discussed, they obviously fit somewhere along that continuum.

The University tries its best to make recommendations for fees so that the fees do not become hidden to students. A student who goes to Ohio State knows when they start the year what the fees for the year will be, so they can actually complete their studies with full knowledge of what the cost will be. Many other institutions set fees that are somewhere else on the continuum, perhaps a course fee or some other miscellaneous charge that isn't readily apparent to a student as they begin their studies for the year.

Mr. Francisco:

Any questions for Gene? Thank you very much, gentlemen. I appreciate it. Now we have reports from the student government leaders.

Chris Norman, President of USG, reported on the Association of Big Ten Conference that he attended. They voted on having a non-academic student activity fee. Also, some of the other Big Ten schools are putting a student on the City Council to represent the university's perspective, the campus community, and to nurture that relationship between the city and the university. He also reported that Ohio State will host the next Big Ten meeting this coming February. They also discussed the happy medium between teaching and research and are working on a change in senior exams.

Chris mentioned the riot on campus last week after the big win where students went around tearing up the campus and the attitude and behavior of the police. The big issue is that we have to make our campus safer for students and for all. We need to look at ways to make the games more safe, especially since we only have one more home game left.

Frank Chloupek, President of CGS, reported on graduate student enrollment management. We must make certain that it is possible for all students to obtain a quality education, while paying attention to the faculty and student ratio; maintaining classes at a reasonable size and at convenient times; providing financial support during the entire educational program; assisting with employment opportunities upon graduation; and meeting the State and the Columbus community requirements and needs.

Finally, I would like to acknowledge a fellow Trustee from the University of Cincinnati who is up visiting us, Bob Lyons. Thank you for coming today.

STUDENT AFFAIRS COMMITTEE REPORT (contd)

Mr. Francisco: (contd)

That completes my report.

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INVESTMENTS COMMITTEE REPORT

Mr. Shumate:

The Investments Committee heard the report on the monthly Endowment Portfolio, the yearly and quarterly portfolio for the Endowment, as well as a real estate report. The monthly Endowment Summary Report was for the period September 17, 1993, through October 15, 1993. The market value of the Endowment Fund on October 15, 1993, was \$513.3 million and this represents an all-time high. This total was approximately \$10.6 million above the September 17, 1993 market value. The market value of the equity portion of the Endowment Fund increased \$10.8 million while the Fixed Income portion increased \$1.2 million during this reporting period.

Since July 1, 1993, the Endowment Fund has increased \$20.2 million, including net new additions of \$708,000 to the fund. The current asset allocation for the Endowment is 60 percent invested in equities, 26 percent in fixed income, 7 percent in real estate, and 7 percent in cash equivalents.

The Investments Committee also heard the Quarterly Endowment Investment Report for September 30, 1993. It was reported that the Endowment Fund had a total rate of return of 3.9 percent for the three month period, and continues to out perform both the S&P 500 at 2.6 percent and the Lehman Government/Corporate Bond Index at 3.3 percent. Over the past ten years, the Endowment's market value per share has increased 97 percent while the Higher Education Price Index has increased only 58 percent. The Endowment will distribute more than \$24.1 million during Fiscal Year 1994.

We also heard a report on the Endowment real estate. It was noted that the \$36.3 million real estate portfolio had a total annual return of 8 percent for Fiscal Year 1993.

The report on the private support to the University for the first quarter of FY '94 compared with last year's first quarter is in your Board book, along with the other reports. Our first quarter total is down 9 percent compared to last year because last year during the first quarter we received a significant gift. However, there are some very positive signs for our private support. First of all the number of donors is up 31 percent due to increased annual fund activity and contributions from non-alumni individuals is up 66 percent. Gifts in support of student financial aid are up 100 percent. As you know, there is very active fund-raising now underway for facility projects at the Colleges of Agriculture and Business and this should result in increased giving over the next year.

I am also delighted to comment, Madam Chairman, that the relationship between the Board of Trustees and the Board of Directors of The Ohio State University Foundation is excellent. Since we have reorganized that relationship we have had excellent participation, particularly in the Investments Committee from Mr. Dan Galbreath and Mr. John G. McCoy. The Foundation Board met last Friday and I

INVESTMENTS COMMITTEE REPORT (contd)

Mr. Shumate: (contd)

thought it would be appropriate if Vice President Jerry May gave us a brief report on that meeting.

Mr. May:

Thank you very much, Mr. Shumate. I am happy to report on the meeting that took place last Friday.

As you recall a little more than a year ago, this Board made The Ohio State University Foundation the primary fund-raising agency for the University. Also, at that time two members of the Foundation Board, as Mr. Shumate just mentioned, Dan Galbreath and John G. McCoy were appointed as the Foundation Board's representatives to the Investments Committee of the Board of Trustees.

I would like to report today that Mr. Galbreath and Mr. McCoy talked at the meeting last week about this responsibility and relationship. From their perspective they believe that this arrangement is working extremely well. They are delighted to serve in this capacity, they are impressed with the growth of the Endowment, and they look forward to adding significantly both in terms of advice and in terms of gift dollars in the future.

During much of the meeting of the Foundation Board we focused our discussion on campaign planning and implementation, including a discussion of a timetable for the next campaign. As you know, we are now in the active planning stage for the University's next university-wide fund-raising campaign. In the next several months we will be working closely with the Foundation Board, President Gee, Provost Sisson, and the deans to assess the needs of the University, in terms of private fund-raising, and to establish themes and objectives that will be featured in the next campaign.

Very soon we will be organizing the Foundation Board's campaign planning committee in preparation for that campaign. This committee will assist in our review and assessment of needs and goals. It will do an analysis of what we think we can raise in that campaign, and they will develop policies and programs to guide us in conducting the campaign effort. Most importantly, this group will be instrumental in helping us recruit and enlist other Foundation Board members and key volunteers across the country to help identify and solicit leadership gifts for the next campaign.

I am very impressed with the commitment that many of these Board members have for Ohio State. I know I speak for that Board when I say that they look forward to continuing to serve you and the University in the future during this decade as we mount a new campaign.

Thank you very much, Mr. Shumate.

Mr. Shumate:

Thank you, Jerry. Also, Madam Chair, I would like to recommend to the Board the establishment of 9 new named endowed funds totaling \$759,544 in restricted support to the University and I am also requesting the revision of two named endowed funds.

REPORT ON UNIVERSITY DEVELOPMENT

Resolution No. 94-53

Synopsis: The report on the receipt of gifts and the summary for September 1993 are presented for Board acceptance.

WHEREAS monies are solicited and received on behalf of the University from alumni, industry, and various individuals in support of research, instructional activities, and service; and

WHEREAS such gifts are received through The Ohio State University Development Fund and The Ohio State University Foundation; and

WHEREAS the funding level has been reached to establish The Deloitte & Touch Accounting Professorship; and

WHEREAS the funding has been received from the University Foundation to establish The Kenneth E. Naylor Professorship; and

WHEREAS this report includes the establishment of seven (7) new named endowed funds, and amendments to two (2) endowed funds:

NOW THEREFORE

BE IT RESOLVED, That the acceptance of the report from The Ohio State University Development Fund and The Ohio State University Foundation during the month of September 1993 be approved.

Upon motion of Mr. Shumate, seconded by Mr. Kessler, the Board of Trustees adopted the foregoing resolution by unanimous voice vote.

REPORT ON UNIVERSITY DEVELOPMENT (contd)

SUMMARY

TOTAL UNIVERSITY PRIVATE SUPPORT

July-September
1992 compared to 1993

GIFT RECEIPTS BY DONOR TYPE

	Dollars		
	July through September		
	<u>1992</u>	<u>1993</u>	<u>% Change</u>
Individuals:			
Alumni (Current Giving)	\$3,486,138	\$1,713,361	(51)
Alumni (From Bequests)	<u>371,774</u>	<u>511,151</u>	37
Alumni Total	\$3,857,912	\$2,224,512	(42)
Non-Alumni (Current Giving)	\$1,059,355	\$1,700,958	61
Non-Alumni (From Bequests)	<u>334,755</u>	<u>608,835</u>	82
Non-Alumni Total	\$1,394,110	\$2,309,793	66
Individual Total	\$5,252,022	\$4,534,305	(14) ^A
Corporations/Corp Foundations	\$3,944,787	\$3,722,222	(6) ^B
Private Foundations	\$1,110,352	\$1,217,538	10
Associations & Other Organizations	\$ <u>680,094</u>	\$ <u>497,304</u>	(27) ^C
TOTAL	\$10,987,254	\$9,971,369	(9)

NOTES

- A Individual giving is down 14% compared to the July-September period one year ago. This is largely due to an irrevocable trust of \$2.1 million which was received in September 1992 that has yet to be matched by any single individual gift yet this year.
- B Corporation giving at the \$10,000 or more level is down 12% for the first months of FY94 (\$2,738,715 last year compared to \$2,419,207 this year).
- C During July-September 1992, twenty-one associations or other organizations gave \$10,000 or more (\$380,835). This year only thirteen gave \$10,000 or more (\$264,990).

(Note: Of the \$9,971,369 in current year gift receipts, \$177,165 or 2% is the result of the payment of pledges from The Ohio State University Campaign).

REPORT ON UNIVERSITY DEVELOPMENT (contd)

SUMMARY (contd)

TOTAL UNIVERSITY PRIVATE SUPPORT

July-September
1992 compared to 1993

GIFT RECEIPTS BY PURPOSE

	Dollars July through September		
	<u>1992</u>	<u>1993</u>	<u>% Change</u>
Gift Additions to Endowments:	\$4,205,159	\$2,177,433	(48)
Gifts to Current Use Funds:			
Buildings/Equipment	\$ 767,445	\$1,062,086	38
Program Support	\$4,140,148	\$3,844,614	(7)
Student Financial Aid	\$ 613,887	\$1,231,774	101
Annual Funds-Colleges/Departments	\$1,120,685	\$1,514,050	35
Annual Funds-University	<u>\$ 139,930</u>	<u>\$ 141,412</u>	1
TOTAL	\$10,987,254	\$9,971,369	(9)

THE OHIO STATE UNIVERSITY DEVELOPMENT FUND

	<u>Previous Gifts</u>	<u>Current Gifts</u>	<u>Total Gifts</u>
<u>Establishment of Named Professorship</u>			
The Deloitte & Touche Accounting Professorship	\$515,012.00		\$515,012.00
<u>Establishment of Named Endowed Funds</u>			
The Steve Goldberg Memorial Fund (Student Assistance - College of Dentistry)	\$ 25,000.00		\$ 25,000.00
The John E. King Scholarship Fund in Optometry (Scholarships - College of Optometry)	\$ 17,790.00		\$ 17,790.00
The Robert M. Mayer Graduate Research Award in Chemistry (Meritorious Graduate Research - Department of Chemistry)	\$ 15,329.00		\$ 15,329.00

REPORT ON UNIVERSITY DEVELOPMENT (contd)

THE OHIO STATE UNIVERSITY DEVELOPMENT FUND (contd)

Establishment of Named Endowed Funds (contd)

	<u>Previous Gifts</u>	<u>Current Gifts</u>	<u>Total Gifts</u>
The David R. and Martha T. Patterson Permanent Endowment Fund in the College of Optometry (Scholarships - College of Optometry)	\$ 15,000.00	\$ 15,000.00	
The Robert Momsen Scholarship Fund of The Lucas County Alumni Club (Scholarships - Students from Lucas County)	\$ 15,000.00		\$ 15,000.00
The C. Jane Bull Scholarship Fund (Scholarships - College of Business)	\$ 6,000.00		\$ 6,000.00
The St. Archangel Michael Serbian Orthodox Church of Akron, Ohio Endowment Fund (Graduate Student Support - Resource Center for Medieval Slavic Studies)	\$ 5,000.00		\$ 5,000.00

Change in Description of Named Endowed Funds

The Jack and Eleanor Resler Lecture Fund
The Charles and Anita King Endowment Fund

THE OHIO STATE UNIVERSITY FOUNDATION

Establishment of Named Professorship

The Kenneth E. Naylor Professorship (College of the Humanities)	\$145,977.97	\$145,977.97
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REPORT ON UNIVERSITY DEVELOPMENT (contd)

THE OHIO STATE UNIVERSITY DEVELOPMENT FUND (contd)

Establishment of Named Professorship

The Deloitte and Touche Accounting Professorship

The Deloitte Haskins & Sells Accounting Professorship Fund was established December 4, 1987 by the Board of Trustees of The Ohio State University with gifts to The Ohio State University Development Fund from the partners of Deloitte Haskins & Sells and the Deloitte Haskins & Sells Foundation. The name of the fund was revised February 1, 1991, to The Deloitte and Touche Accounting Professorship Fund. The funding level has been reached and the Professorship was established November 5, 1993.

All gifts are to be invested in the University's permanent endowment fund, under the rules and regulations adopted by the Board of Trustees, with the right to invest and reinvest as occasion dictates.

The annual income shall be used to provide a professorship in accounting in the College of Business. Appointment to The Deloitte and Touche Accounting Professorship will be recommended by the Dean of the College of Business to the Provost and approved by the Board of Trustees.

It is the desire of the donors that this fund should benefit the University in perpetuity. If the need for this fund should cease to exist or so diminish as to provide unused income, then the income, with the approval of the chairman of Deloitte & Touche, may be used for any purpose whatsoever as determined by the Board of Trustees, with preference being given to recommendations from the appropriate administrative official of the University who is then directly responsible for business education.

\$515,102

Establishment of Named Endowed Funds

The Steve Goldberg Memorial Fund

The Steve Goldberg Memorial Fund was established November 5, 1993 with gifts in memory of Steven A. Goldberg (D.D.S. '79) from his wife, Sheryl, and his parents Dr. and Mrs. Morris W. Goldberg (B.A. in BioSci '49; D.D.S. '52).

All gifts are to be invested in the University's permanent endowment fund under the rules and regulations adopted by the Board of Trustees of The Ohio State University with the right to invest and reinvest as occasion dictates.

The annual income shall be used to support research, publication costs, equipment, travel and other scholarly activities that assist students in fulfillment of the Master of Science degree in endodontics and enhance the educational objectives of the program. Expenditure of income shall be determined by the chairperson of the endodontics section.

It is the desire of the donors that this fund should benefit the University in perpetuity. If the need for this fund should cease to exist or so diminish as to provide unused income, then another use shall be designated by the Board of Trustees in consultation with the appropriate college dean, department chairperson, or program administrative officer in order to carry out the desire of the donors.

\$25,000

REPORT ON UNIVERSITY DEVELOPMENT (contd)

THE OHIO STATE UNIVERSITY DEVELOPMENT FUND (contd)

Establishment of Named Endowed Funds (contd)

The Robert M. Mayer Graduate Research Award in Chemistry

The Robert M. Mayer Graduate Research Award in Chemistry was established November 5, 1993 by the Board of Trustees of The Ohio State University with gifts to The Ohio State University Development Fund in memory of Professor Emeritus Robert M. Mayer, former Vice Chairman and Acting Chairman of the Department of Chemistry, from his family, friends, and former students.

All gifts are to be invested in the University's permanent endowment fund, under the rules and regulations adopted by the Board of Trustees of The Ohio State University with the right to invest and reinvest as occasion dictates.

The annual income shall be used to make awards for meritorious research by graduate students in the Department of Chemistry. The Vice Chairperson of Graduate Studies will oversee these awards.

It is the desire of the donors that this fund should benefit the University in perpetuity. If the need for this fund should cease to exist or so diminish as to provide unused income, then another use shall be designated by the Board of Trustees in consultation with the appropriate college dean, department chairperson, or program administrative officer in order to carry out the desire of the donors.

\$15,329

**The Robert Momsen Scholarship Fund of
the Lucas County Alumni Club**

The Robert Momsen (B.S.Ed. '50) Scholarship Fund of the Lucas County Alumni Club was established November 5, 1993 by the Board of Trustees of The Ohio State University with gifts to The Ohio State University Development Fund from the Lucas County Alumni Club.

All gifts are to be invested in the University's permanent endowment fund, under the rules and regulations adopted by the Board of Trustees of The Ohio State University, with the right to invest and reinvest as occasion dictates.

Twenty percent (20%) of the annual income shall be returned to the fund's principal. The remaining eighty percent (80%) shall be used for the awarding of financial aid to students of The Ohio State University from Lucas County, Ohio, on the advice of the alumni in Lucas County in cooperation with the University Committee on Student Financial Aid and for promotion of The Ohio State University in Lucas County, Ohio. These uses are subject to change upon mutual agreement of the Lucas County Alumni Club and The Ohio State University.

It is the desire of the donor that this fund should benefit the University in perpetuity. If the need for this fund should cease to exist or so diminish as to provide unused income, then another use shall be designated by the Board of Trustees in consultation with the appropriate college dean, department chairperson, or program administrative officer and Lucas County, Ohio, alumni in order to carry out the desire of the donor.

\$15,000

REPORT ON UNIVERSITY DEVELOPMENT (contd)

THE OHIO STATE UNIVERSITY DEVELOPMENT FUND (contd)

Establishment of Named Endowed Funds (contd)

**The John E. King Scholarship Fund
in Optometry**

The John E. King Scholarship Fund in Optometry was established November 5, 1993 by the Board of Trustees of The Ohio State University with gifts to The Ohio State University Development Fund from alumni and friends in honor of John E. King (B.A., Anatomy, 1961; Ph.D. Anatomy, 1965), Associate Professor and Assistant Dean Emeritus of the College of Optometry.

All gifts are to be invested in the University's permanent endowment fund, under the rules and regulations adopted by the Board of Trustees of The Ohio State University, with the right to invest and invest as occasion dictates.

The annual income shall be used to award scholarships to Optometry students with exceptional scholarship ability or financial need. The award recipients shall be selected by the Dean of the College of Optometry program or designee in consultation with the University Committee on Student Financial Aid. Should income from this fund not be awarded in any given year, then the income shall be added to the next award given or used to increase the fund's principal.

It is the desire of the donors that this fund should benefit the University in perpetuity. If the need for this fund should cease to exist or so diminish as to provide unused income, then another use shall be designated by the Board of Trustees in consultation with the appropriate college dean, department chairperson, or program administrative officer, in order to carry out the desire of the donors.

\$17,790

**The David R. and Martha T. Patterson
Permanent Endowment Fund in the College of Optometry**

The David R. and Martha T. Patterson Permanent Endowment Fund in The College of Optometry was established November 5, 1993 by the Board of Trustees of The Ohio State University, with a gift to The Ohio State University Development Fund from the E. F. Wildermuth Foundation in honor of David R. and Martha T. Patterson.

This gift from the Wildermuth Foundation honors the Pattersons for a lifetime of community service, for their support of Optometric Education, and for their leadership of the foundation since its inception.

As a trustee and officer of the foundation, David, who is a Wildermuth, has made a valued difference in vision health care in our country. Through David's dedication to the fields of education and optometry much has been accomplished in support of optometric education of the highest quality. Martha has encouraged and supported him in all of these activities.

All gifts are to be invested in the University's permanent endowment fund, under the rules and regulations adopted by the Board of Trustees of The Ohio State University, with the right to invest and reinvest as occasion dictates.

REPORT ON UNIVERSITY DEVELOPMENT (contd)

THE OHIO STATE UNIVERSITY DEVELOPMENT FUND (contd)

Establishment of Named Endowed Funds (contd)

**The David R. and Martha T. Patterson
Permanent Endowment Fund in the College of Optometry (contd)**

A minimum of not less than ten percent (10%) of the annual income shall be returned to principal each year. The remaining ninety percent (90%) of the annual income shall be used to award scholarships to Optometry students who have demonstrated (1) leadership ability, (2) a high degree of academic potential, and (3) scholastic achievement and enthusiasm for learning and/or financial need. The award recipients shall be selected by the Dean of the College of Optometry or designee in consultation with the University Committee on Student Financial Aid. Should income from this fund not be awarded in any given year, the income shall be added to the next year's scholarship pool or used to increase the fund's principal.

It is the desire of the donors that this fund benefit the University in perpetuity. If the need for this fund should cease to exist or so diminish as to provide unused income, then another use shall be designated by the Board of Trustees in consultation with the appropriate college dean or other administrative officer in order to carry out the desire of the donors.

\$15,000

The C. Jane Bull Scholarship Fund

The C. Jane Bull Scholarship Fund was established November 5, 1993 in accordance with the guidelines approved by the Board of Trustees of The Ohio State University with gifts to The Ohio State University Development Fund from Jack O. and Glada L. Bull of Marion, Ohio, in memory of their daughter Jane.

All gifts are to be invested in the University's permanent endowment fund under the rules and regulations adopted by the Board of Trustees with the right to invest and reinvest as occasion dictates.

The annual income shall be used to provide a scholarship to a student in the College of Business. Preference shall be given to students who are from Marion County, Ohio. Selection of the recipient shall be made by the College's scholarship committee with approval of the Dean and in cooperation with the University Committee on Financial Aid.

It is the desire of the donors that this fund should benefit the University in perpetuity. If the need for this fund should cease to exist or so diminish as to provide unused income, then another use shall be designated by the Board of Trustees in consultation with the appropriate college dean, department chairperson, or program administrative officer in order to carry out the desire of the donors.

\$6,000 (grandfathered endowment)

REPORT ON UNIVERSITY DEVELOPMENT (contd)

THE OHIO STATE UNIVERSITY DEVELOPMENT FUND (contd)

Establishment of Named Endowed Funds (contd)

**St. Archangel Michael Serbian Orthodox Church
of Akron, Ohio Endowment Fund**

The St. Archangel Michael Serbian Church of Akron, Ohio Endowment Fund was established November 5, 1993 in accordance with the guidelines approved by the Board of Trustees of The Ohio State University, with gifts to The Ohio State University Development Fund from various contributions designated for the support of The St. Archangel Michael Serbian Orthodox Church of Akron, Ohio Endowment Fund.

All gifts are to be invested in the University's permanent endowment fund, under the rules and regulations adopted by the Board of Trustees of The Ohio State University, with the right to invest and reinvest as occasion dictates.

The annual income shall be distributed to the Resource Center for Medieval Slavic Studies to provide stipends to graduate students and scholars and thereby promote needed slavic studies.

It is the desire of the donors that this fund should benefit the University in perpetuity. If the need for this fund should cease to exist or so diminish as to provide unused income, then another use shall be designated by the Board of Trustees in consultation with the appropriate college dean, department chairperson, or program administrative officer in order to carry out the desire of the donors.

\$5,000 (grandfathered endowment)

Change in Description of Named Endowed Funds

The Charles and Anita King Endowment Fund

The Ohio Biological Survey Endowment Fund was established June 9, 1983 by the Board of Trustees of The Ohio State University Development Fund from friends and supporters of the Ohio Biological Survey. The name was changed to The Charles and Anita King Endowment Fund on June 5, 1992 and the description was revised November 5, 1993.

All gifts are to be invested in the University's Permanent Endowment Fund, under the rules and regulations adopted by the Board of trustees of The Ohio State University with the right to invest and reinvest as occasion dictates.

The annual income is to be used for those purposes which will aid the publishing, research and service programs and facilities of the Ohio Biological Survey. Expenditure of the annual income is to be made upon the authorization of the Director of the Ohio Biological Survey in cooperation with the Advisory Board of the Ohio Biological Survey and with the approval of the Dean of the College of Biological Sciences of The Ohio State University.

It is the desire of the donors that this fund should benefit the Ohio Biological Survey in perpetuity. If the need for this fund should cease to exist or so diminish as to provide unused income, then another use shall be designated by the Board of Trustees in consultation with the appropriate college dean, or the Director of the Ohio Biological Survey, in order to carry out the desire of the donors.

REPORT ON UNIVERSITY DEVELOPMENT (contd)

THE OHIO STATE UNIVERSITY DEVELOPMENT FUND (contd)

Change in Description of Named Endowed Funds (contd)

The Jack and Eleanor Resler Lecture Fund

The Jack and Eleanor Resler Lecture Fund was established July 9, 1976 by the Board of Trustees of The Ohio State University with a gift to The Ohio State University Development Fund from John B. Resler, B.S. Bus.Adm. '54, in honor of his parents, Jack S. Resler, B.S. Bus.Adm. '25, and Eleanor Resler, Columbus, Ohio. The description was revised November 5, 1993.

All gifts are to be invested in the University's Permanent Endowment Fund under the rules and regulations adopted by the Board of Trustees of The Ohio State University, with the right to invest and reinvest as occasion dictates.

The annual income will be retained until such time as the donor suggests to redirect the income for use by the University.

Should the need for this fund cease to exist or so diminish as to provide unused income, then the income may be used as determined by the Board of Trustees and based on suggestions of John B. Resler and his wife and after their deaths, their descendants.

THE OHIO STATE UNIVERSITY FOUNDATION

Establishment of Named Professorship

The Kenneth E. Naylor Professorship

The Kenneth E. Naylor Professorship was established November 5, 1993, in accordance with the terms and conditions of the last will and testament of Dr. Kenneth E. Naylor, the terms and conditions of this agreement, and the guidelines approved by the Board of Directors of The Ohio State University Foundation. Gifts are designated for support of the study of South Slavic culture in the College of Humanities from the estate of Kenneth E. Naylor.

All gifts are to be invested by the Foundation under the rules and regulations adopted by the Board of Directors of the Foundation with the right to invest and reinvest as occasion dictates. Appointment to the professorship shall be made by the Dean of the College of Humanities to the Provost and approved by the Board of Trustees.

The annual income of the fund shall be returned to principal until a permanent professor has been appointed. At that time the annual income shall be distributed to the College of Humanities to be used to support the work of a distinguished teacher, researcher, and scholar in South Slavic studies in accordance with the following provisions:

(1) Preference shall be given to the creation of a professorship in the field of South Slavic linguistics in the Department of Slavic and East European Languages and Literatures, where Dr. Naylor had a distinguished career for many years as a scholar, teacher, and researcher. The incumbent will hold an adjunct appointment in the Center for Slavic and East European Studies at the University where Dr. Naylor once served as Director.

(2) In the event the University should decide that it does not have the need for a senior scholar in South Slavic linguistics or if it is unable to appoint a suitable scholar in South Slavic linguistics by October 1, 1995, for the initial appointment, the University shall create a Naylor Professorship of South Slavic History in the Department of History. This is in recognition of the fact that Dr. Naylor's

REPORT ON UNIVERSITY DEVELOPMENT (contd)

THE OHIO STATE UNIVERSITY FOUNDATION (contd)

Establishment of Named Professorship (contd)

The Kenneth E. Naylor Professorship (contd)

broad interests went well beyond the confines of a single department and included all facets of South Slavic linguistics, history, and culture. The incumbent will hold an adjunct appointment in the Center for Slavic and East European Studies.

(3) Whenever a vacancy in the Naylor Professorship occurs, including the initial appointment vacancy, the Dean of the College of Humanities shall appoint a successor in either the field of South Slavic linguistics in the Department of Slavic and East European Languages and Literatures or the field of South Slavic history in the Department of History. This appointment shall be made upon the recommendation of the chairperson of the Department of

History, the chairperson of the Department of Slavic and East European Languages and Literatures, and the Director of the Slavic and East European Studies Center. Preference in making the appointment shall always be given to a senior scholar of South Slavic linguistics provided there is a continuing need for instruction in this field at the University. In the event an appointment cannot be made in an appropriate period of time, the Dean of the College of Humanities shall appoint a senior scholar in South Slavic History.

(4) If the University should decide that it no longer wishes to offer instruction in South Slavic linguistics or history, then the money shall be used to create a fund in the Slavic and East European Studies Center to support scholarly research in the field of South Slavic linguistics, history, literature, or culture. Distribution of the income from the fund to support such research shall be made by the Director of the Center upon the recommendation of appropriate faculty members of the University. Preference will be given to the support of doctoral dissertation research in the fields of South Slavic linguistics, history, literature, and culture at The Ohio State University.

(5) It is the desire of the donor that this professorship and the fund which supports it should benefit the University in perpetuity. The professorship, the fund, and the income from the fund must always be identified with the memory of Kenneth E. Naylor, whose distinguished career brought lustre to The Ohio State University.

\$145,977.97

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EDUCATIONAL AFFAIRS COMMITTEE REPORT

Mr. Kessler:

Madam Chairman, the Educational Affairs Committee met this morning and discussed the proposed review of the faculty reward structure and an update on budget constraints and academic investments. I would also like to present the following resolutions:

NEW DEGREE PROGRAM

Resolution No. 94-54

Synopsis: Establishment of a Ph.D. degree in Natural Resources program is proposed.

WHEREAS the School of Natural Resources in the College of Agriculture has proposed a new Ph.D. program in Natural Resources which is consistent with and a necessary component of the School's mission to enhance and impart knowledge of natural and social systems and their essential relationships in the context of natural resource management; and

WHEREAS many faculty of the School of Natural Resources already serve as major advisers to Ph.D. students through their Category III appointments in other Ohio State academic units and programs and these faculty feel that there should be a Ph.D. specifically in the School of Natural Resources in order to fill the mission of the School; and

WHEREAS there is an increased demand for people with expertise in the field of Natural Resources who will also be needed to train the next generation of natural resource educators; and

WHEREAS the Ph.D. program in Natural Resources will be the first and only one in the State of Ohio; and

WHEREAS the Ph.D. program in Natural Resources has the approval of the faculty of the School and the Council on Research and Graduate Studies and was approved by the University Senate at its October 9, 1993 meeting:

NOW THEREFORE

BE IT RESOLVED, That the proposal to establish the Ph.D. degree program in Natural Resources is hereby approved, effective Autumn Quarter 1994.

Upon motion of Mr. Kessler, seconded by Mr. Shumate, the Board of Trustees adopted the foregoing resolution by unanimous voice vote.

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DEGREES AND CERTIFICATES - AUTUMN QUARTER COMMENCEMENT

Resolution No. 94-

55

Synopsis: Approval of Degrees and Certificates for Autumn Quarter is proposed.

WHEREAS pursuant to paragraph (E) of rule 3335-1-06 of the Administrative Code, the Board has authority for the issuance of degrees and certificates; and

WHEREAS the faculties of the colleges and schools shall transmit, in accordance with rule 3335-9-29 of the Administrative Code, for approval by the Board of Trustees the names of persons who have completed degree and certificate requirements:

NOW THEREFORE

BE IT RESOLVED, That the degrees and certificates be conferred on December 10, 1993, to those persons who have completed the requirements for their respective degrees and certificates and are recommended by the colleges and schools, and that the names of those persons awarded degrees and certificates be included in the minutes of this meeting.

DEGREES AND CERTIFICATES - AUTUMN QUARTER COMMENCEMENT (contd)

Upon motion of Mr. Kessler, seconded by Mr. Shumate, the Board of Trustees adopted the foregoing resolution by unanimous voice vote.

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PERSONNEL ACTIONS

Resolution No. 94-56

RESOLVED, That the personnel actions as recorded in the Personnel Budget Records of the University since the October 1, 1993 meeting of the Board, including the following Reappointment of Chairperson, Leaves of Absence Without Salary, Professional Improvement Leave--Cancellation, Professional Improvement Leaves--Change in Dates, and Medical Staff Appointments/Reappointments (The Arthur G. James Cancer Hospital and Research Institute) as detailed in the University Budget be approved.

Reappointment of Chairperson

July 1, 1993 through June 30, 1994

Preventive Medicine

Randall E. Harris

Leaves of Absence Without Salary

BARBARA BECKER-CANTARINO, Professor, Department of Germanic Languages and Literatures, effective Autumn Quarter 1993, to accept a position as a Scholar in Residence at the University of Maryland, Center for Renaissance and Baroque Studies.

MATTHEW D. FOREMAN, Professor, Department of Mathematics, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to do research at the University of California, Irvine.

WALTER D. NEUMANN, Professor, Department of Mathematics, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to visit Melbourne University, Melbourne, Australia.

DAVID SCHMEIDLER, Professor, Department of Economics, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to work on research projects at Johns Hopkins University and Northwestern University.

TIN-LUN HO, Associate Professor, Department of Physics, effective Winter Quarter 1994, to visit the National Magnet Laboratory in Tallahassee, Florida.

CHARLES J. QUINN, JR., Associate Professor, Department of East Asian Languages and Literatures, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to accept a Visiting Faculty position at Tohoku University in Japan.

ALLAN J. SILVERMAN, Associate Professor, Departments of Philosophy and Classics, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to accept a Visiting Professorship at Yale University.

FELIPE AGUERO, Assistant Professor, Department of Political Science, effective Autumn Quarter 1993, to accept a Fellowship at the Institute for Advanced Study at Princeton University.

PERSONNEL ACTIONS (contd)

Leaves of Absence Without Salary (contd)

NANCY E. ANDREWS, Assistant Professor, Department of Classics, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to accept a University of Queensland Post-doctoral Research Fellowship.

PHILIP C. BROWN, Assistant Professor, Department of History, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to accept a Fulbright Research Award.

IN CHOI, Assistant Professor, Department of Economics, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to accept a lectureship in Korea.

KIRK A. DENTON, Assistant Professor, Department of East Asian Languages and Literatures, effective Autumn Quarter 1993, for personal reasons.

IK-SANG EOM, Assistant Professor, Department of East Asian Languages and Literatures, effective Winter Quarter and Spring Quarter 1994, to conduct research in Korea.

DODDABALLAPU N. JAYASIMHA, Assistant Professor, Department of Computer and Information Science, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to enhance his publication record in referred journals.

ROY JOSHUA, Assistant Professor, Department of Mathematics, effective October 1, 1993, through February 15, 1994, to visit the University of Paris XIII and the University of Grenoble in France.

JUDITH S. KULLBERG, Assistant Professor, Department of Political Science, effective Autumn Quarter 1993 and Spring Quarter 1994, to do research and writing.

SHELLEY F. QUINN, Assistant Professor, Department of East Asian Languages and Literatures, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to accept a Fulbright Fellowship in Japan.

LINDA H. RUGG, Assistant Professor, Department of Germanic Languages and Literatures, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to accept a Visiting Professorship at Brigham Young University.

RICHARD E. TORRANCE, Assistant Professor, Department of East Asian Languages and Literatures, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to accept a Fulbright Fellowship in Japan.

KIMBERLY M. ZISK, Assistant Professor, Department of Political Science, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to accept a Visiting Fellowship at the Olin Institute of the Center for International Affairs at Harvard University.

CAROL J. POTTER, Assistant Clinical Professor, Department of Pediatrics, effective October 1, 1993 through December 10, 1993, for medical reasons.

ANDRAS NEMETHI, Instructor, Department of Mathematics, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to visit the University of Nijmegen, the Netherlands.

TIMO O. SEPPALAINEN, Instructor, Department of Mathematics, effective Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to visit the Universite de Paris-Sud and do research.

PERSONNEL ACTIONS (contd)

Professional Improvement Leave--Cancellation

BERND FISCHER, Associate Professor, Department of Germanic Languages and Literatures, effective Winter Quarter, Spring Quarter, and Summer Quarter 1994.

Professional Improvement Leaves--Change in Dates

LAWRENCE A. KENNEDY, The Ralph W. Kurtz Professor of Mechanical Engineering, Department of Mechanical Engineering, change leave from Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to Winter Quarter, Spring Quarter and Autumn Quarter 1994.

RANDOLPH L. MOSES, Associate Professor, Department of Electrical Engineering, change leave from Autumn Quarter 1993, Winter Quarter and Spring Quarter 1994, to Autumn Quarter 1994, Winter Quarter and Spring Quarter 1995.

Medical Staff Appointments (The Arthur G. James Cancer Hospital and Research Institute)

Michael Campagni, M.D., Associate Attending Staff, Department of Anesthesiology
Daniel Raymond Caruso, M.D., Associate Attending Staff, Department of Internal Medicine (Endocrinology)

James Layne Moore, M.D., Associate Attending Staff, Department of Neurology
Renee Marie Caputo, M.D., Associate Attending Staff, Department of Obstetrics and Gynecology
Julio C. Cruz, M.D., Associate Attending Staff, Department of Pathology
Arif Hameed, M.D., Associate Attending Staff, Department of Pathology
Matig L. Mavissakalian, M.D., Associate Attending Staff, Department of Psychiatry
Stephen L. Stern, M.D., Associate Attending Staff, Department of Psychiatry
Andrew J. Cosgarea, M.D., Associate Attending Staff, Department of Surgery (Orthopaedics)
Gregory J. LaValle, M.D., Attending Staff, Department of Surgery (Oncology)
Donald Shell, M.D., Associate Attending Staff, Department of Family Medicine
Douglas W. Scharre, M.D., Associate Attending Staff, Department of Neurology
Joel Louis Frazier, M.D., Associate Attending Staff, Department of Surgery (Orthopaedics)
William Scott Melvin, M.D., Associate Attending Staff, Department of Surgery (General)

Medical Staff Reappointments (The Arthur G. James Cancer Hospital and Research Institute)

July 1, 1993 through June 30, 1995

James L. Barrett, M.D., Clinical Attending, Department of Dermatology
Jerry T. Guy, M.D., Clinical Attending, Department of Med/Hem/Onc
Norman P. Hudson, M.D., Associate Attending, Department of Med/Rheum
Jay Jacoby, M.D., Associate Attending, Department of Anesthesiology
Dennis R. King, M.D., Clinical Attending, Department of Surgery/Ped
John P. Kuebler, M.D., Clinical Attending, Department of Med/Hem/Onc
Calvin M. Kunin, M.D., Associate Attending, Department of General Medicine
Michael E. Miner, M.D., Associate Attending, Department of Surgery/Neurology
George W. Paulson, M.D., Associate Attending, Department of Neurology
Patrick Ross, Jr., M.D., Associate Attending, Department of Surgery
Dwight Scarborough, M.D., Associate Attending, Department of Dermatology
James W. Simon, M.D., Clinical Attending, Department of Surgery/Urology
Paul Weber, M.D., Associate Attending, Department of Ophthalmology
Jonathan K. Wilkin, M.D., Associate Attending, Department of Dermatology

PERSONNEL ACTIONS (contd)

Upon motion of Mr. Kessler, seconded by Mr. Celeste, the Board of Trustees adopted the foregoing resolution by unanimous roll call vote.

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RESOLUTIONS IN MEMORIAM

Resolution No. 94-

57

Synopsis: Approval of seven Resolutions in Memoriam.

RESOLVED, That the Board adopt the following Resolutions in Memoriam and that the President be requested to convey copies to the family of the deceased.

James Dean Harless

The Board of Trustees of The Ohio State University expresses its sorrow upon the death on September 3, 1993, of James D. Harless, Associate Professor in the School of Journalism.

Professor Harless was born on October 3, 1931, in Birmingham, Alabama. He earned his B.A. in English from Samford University in 1957, his M.A. in Journalism from the University of Alabama in 1958, and his Ph.D. in Communications from the University of Iowa in 1967. He joined the faculty of the School of Journalism in 1969.

James Harless was the author of Mass Communication: An Introductory Survey, a book which introduced college students to the field of mass communication at universities throughout the country. It was in its second edition at the time of his death. Professor Harless regularly taught broadcast journalism courses and was working on reconceptualizing the concept of journalistic objectivity. His project, "The Celluloid Journalist," included an exploration of the image of journalism and journalists in motion picture dramas.

On behalf of the University community, the Board of Trustees expresses its sympathy and understanding to his wife, children, as well as friends. It was directed that this resolution be inscribed in the minutes of the Board of Trustees as an expression of the Board's heartfelt sympathy.

Arden K. Hegtvedt, D.D.S.

The Board of Trustees of The Ohio State University expresses its sorrow upon the death on September 15, 1993, of Arden K. Hegtvedt, Assistant Professor in the College of Dentistry (Oral and Maxillofacial Surgery).

Dr. Hegtvedt was born on December 27, 1958, in Rochester, Minnesota. He received his undergraduate education at St. Olaf College and a Doctor of Dental Surgery degree in 1985 at the University of Minnesota Dental School. Dr. Hegtvedt went on to obtain his specialty training in oral and maxillofacial surgery at the University of North Carolina at Chapel Hill, where he also received a Master of Science degree in 1990.

Arden Hegtvedt joined the faculty of The Ohio Sate University in 1990, as an Assistant Professor of Oral and Maxillofacial Surgery. He was an outstanding teacher whose enthusiasm for teaching was infectious. Dental students, residents in oral and maxillofacial surgery as well as in other specialty

RESOLUTIONS IN MEMORIAM (contd)

Arden K. Hegtvedt, D.D.S. (contd)

areas, and faculty alike were drawn to Dr. Hegtvedt because of this enthusiasm. Not only was he an accomplished clinician in the usual spectrum of oral and maxillofacial surgery but also was an accomplished clinician in the area of cosmetic facial surgery and microneurosurgery of the trigeminal nerve.

Professor Hegtvedt was a rising star in the specialty of oral and maxillofacial surgery. At the most recent meeting of the American Association of Oral and Maxillofacial Surgeons, which occurred one week after his death, four dental students who were his advisees presented papers, one oral and maxillofacial surgery resident presented a paper for which she was awarded a \$1,500 prize, and two faculty presented papers upon which Dr. Hegtvedt was a coauthor.

On behalf of the University, the Board of Trustees expresses to the family of Professor Hegtvedt its deep sympathy and sense of understanding in their loss. It was directed that this resolution be inscribed upon the minutes of the Board of Trustees and that a copy be tendered to the family as an expression of the Board's heartfelt sympathy.

Norman F. Phelps

The Board of Trustees of The Ohio State University expresses its sorrow upon the death on February 16, 1993, of Norman F. Phelps, Professor in the School of Music.

Professor Phelps was born on April 27, 1911, in Beaver Dam, Wisconsin. He attended the University of Wisconsin from which he received his B.M. and M.A. degrees in 1935 and earned his Ph.D. degree in music composition from the State University of Iowa in 1948.

Professor Phelps began his teaching career in 1936 at the Arthur Jordan Conservatory of Music, an affiliate of Butler University. There, from 1936 to 1949, he served as chairman of the music theory and literature department and as head of the graduate division. From 1936 to 1939, he was also a member of the Indianapolis Symphony Orchestra.

Upon his appointment as Professor at The Ohio State University in 1949, Norman Phelps quickly demonstrated his academic leadership in the School of Music. In addition to serving as the principal teacher of music composition, he was chairperson of the division of music theory and history from 1949 to 1966. From 1966 until his retirement in 1977, he served with distinction as the first chairman of graduate studies in music. Under his capable guidance, the degrees Ph.D. in Music and Doctor of Musical Arts were added to the offerings of the School of Music.

Professor Phelps was highly respected for his achievements as teacher, composer, and theorist. Among numerous chamber and orchestral works, his Symphony in E is notable. It was premiered in February 1947 by the Indianapolis Symphony Orchestra, Fabien Sevitsky conductor. Notable among his writings were articles in the Journal of Music Theory and the entry, "Music theorists" in the Harvard Dictionary of Music. His seminars in the history of music theory inspired many students to undertake research in that field.

Professor Phelps was active in professional organizations. His activities in the Music Teachers National Association and the Ohio Music Educators Association led him to found and become first president of the Ohio Theory-Composition Teachers Association. Norman Phelps is remembered as a gentle man whose leadership not only shaped the musical life of the School of Music but also fostered the fields of theory and composition throughout the State of Ohio.

RESOLUTIONS IN MEMORIAM (contd)

Norman F. Phelps (contd)

On behalf of the University, the Board of Trustees expresses to the family of Professor Phelps its deep sympathy and sense of understanding in their loss. It was directed that this resolution be inscribed upon the minutes of the Board of Trustees and that a copy be tendered to the family as an expression of the Board's heartfelt sympathy.

Susan L. Porter

The Board of Trustees of The Ohio State University expresses its sorrow upon the death on October 3, 1993, of Susan L. Porter, Professor in the School of Music (Lima Campus).

Professor Porter was born August 20, 1941, in Okmulgee, Oklahoma. She earned her Bachelor of Music degree cum laude at Southwestern College in Kansas in 1964, a Master of Arts in Music History at The University of Denver in 1972, and a Ph.D. in Musicology at The University of Colorado in 1977.

Dr. Porter held a visiting lectureship at the University of Wisconsin-Whitewater in 1975-76, and in 1977 she came to The Ohio State University, Lima Campus as an Assistant Professor. She was promoted to Associate Professor in 1983; in 1984 she was a visiting lecturer at The University of Keele, Staffordshire, England; and in 1992 she was promoted to Professor at The Ohio State University, the first woman to attain this rank at the Lima Campus.

The author of With an Air Debonair: Musical Theatre in America, 1785-1815 (Smithsonian Institution Press, 1991), and many articles and papers on American music, Dr. Porter also edited and wrote the introduction to the first volume in the series Nineteenth-Century American Theatre Music (Garland, 1993). She received many fellowships and grants from the National Endowment for the Humanities, the American Music Research Center, the American Antiquarian Society, and The Ohio State University.

Susan Porter served on the Board of Trustees of the Sonneck Society for American Music, and from 1987 to 1993 edited The Sonneck Society Bulletin. She was a member of the Board of Directors of the Friends of Music of Northwest Ohio (1990-93), Vice Chairman of the Lima Area Arts Council (1983-84), and President of the Lima Faculty Assembly (1981-83).

Dr. Porter was a founder and the principal organizer of the Annual Great Black Swamp Dulcimer Festival, one of the largest in the country, from 1979 to 1991. She also organized the Great Black Swamp Folk Music Tours of England, Scotland, Wales, and Ireland in 1987 and 1990. She produced musicals for the Lima Campus in 1986 and 1987, wrote "Images of Women in American Folk and Popular Songs" and performed it with Beverly Bletstein throughout the Lima area from 1986 to 1990, directed the campus Renaissance Christmas Festival and Die Liedertafel (early music group) between 1977 and 1981, and appeared as a folk singer and dulcimet at various festivals and conferences from 1982 to 1991.

Professor Porter, was inducted into the Ohio Women's Hall of Fame as an Arts and Letters member in 1992, and was a nationally recognized authority on late 18th and early 19th century American musical theatre, music education, folk music, and the history of music in Ohio. She will be remembered for her delight in her field and her warm concern for her students and colleagues, qualities that made her an outstanding teacher, mentor, scholar, and friend.

On behalf of the University, the Board of Trustees expresses to the family of Professor Porter its deep sympathy and sense of understanding in their loss. It was directed that this resolution be inscribed upon the minutes of the Board of Trustees and that a copy be tendered to the family as an expression of the Board's heartfelt sympathy.

RESOLUTIONS IN MEMORIAM (contd)

Carroll L. Shartle

The Board of Trustees of The Ohio State University expresses its sorrow upon the death on September 4, 1993, of Carroll L. Shartle, Professor Emeritus in the Department of Psychology.

Professor "Cal" Shartle was born June 26, 1903, in Ruthven, Iowa. He completed his B.A. in Psychology in 1927 at Iowa State Teachers College (now University of Northern Iowa). After working in Milwaukee as an "intern" industrial psychologist and studying for the M.A. at Columbia University during summers (awarded in 1932), he attended the convention of the American Psychological Association in Columbus, which reinforced his desire to attend The Ohio State University. He received his Ph.D. in 1933 for a dissertation studying factors differentiating successful from unsuccessful supervisors at Ohio Bell. After working for the government in various capacities, he returned to Ohio State.

Dr. Shartle was a charter member of the American Association of Applied Psychologists, a Fellow of the American Psychological Association, President of Division 14 (Industrial & Business Psychology) during 1949-1950, and served as the first Treasurer of the American Psychological Association (1948-1957) following its reorganization. In this capacity he was largely responsible for the capital development project that funded the first headquarters building of the association. He wanted to be remembered as a "fisherman and a psychologist."

Professor Shartle's research interests ranged from the analysis-classification of jobs and occupations to the study of leadership. His many publications included his dissertation, completed under the direction of Professor Harold E. Burt, numerous subsequent articles, and several textbooks. His most important early accomplishment was work done as Director of the Occupational Analysis Section of the United States Employment Service in the Department of Labor. He worked there during the 1930's after completing graduate school. He directed preparation of the first Dictionary of Occupational Titles (1939) and helped edit a book on occupational counseling techniques (Stead & Shartle, 1940). This government work led naturally to service during W.W. II. "Cal" served the War Manpower Commission as Director of the Division of Occupational Analyses and Manning Tables. Also, he was a member of the two-person President's Committee on Occupational Deferments, which evaluated requests from various government agencies for deferment from military service.

Near the end of the war he returned to Ohio State as Professor of Psychology and Chairman of the Personnel Research Board, an internal research institute that capitalized on his government contacts (which were strengthened by his continued government service). This led to his second major area of accomplishment, the initiation and overall direction of the Ohio State Leadership Studies. This program of research took an interdisciplinary approach (fostered largely by Shartle), emphasized leader behavior rather than traits, and produced a highly-regarded assessment instrument, the Leader Behavior Description Questionnaire (LBDQ-XII). This change in focus toward leader behavior was a major reorientation at the time that was recognized later as equivalent to a paradigm shift. The names of others may appear on research publications, but Shartle's integrative framework subsumed the specific studies. During this period his commitment to graduate education was reflected in his Ph.D. students and his willingness to sponsor research. He retired as Professor Emeritus in 1968, but continued to serve as Associate Dean (Research) of the College of Business into the 1970's. He continued to serve the Department of Defense, NATO, and other government agencies on an ad hoc basis.

On behalf of the University community, the Board of Trustees expresses to the family of Dr. Shartle its deepest sympathy. It was directed that this resolution be inscribed upon the minutes of the Board of Trustees and that a copy be tendered to the family as an expression of the Board's realization of the loss that the family, the University, and his many friends, students, and associates have sustained.

RESOLUTIONS IN MEMORIAM (contd)

Charles C. Vedder

The Board of Trustees of The Ohio State University expresses its sorrow upon the death on August 24, 1993, of Charles C. Vedder, Associate Professor Emeritus in the School of Music.

Professor Vedder was born on November 11, 1908, in Troy, New York. After studying the piano at the Emma Willard Conservatory of Music in Troy, he began a ten-year professional career in radio and theater orchestras. He was instructor of piano at the State Teachers College, Potsdam, New York, from 1939 to 1942.

During World War II he served as a navigation instructor in the United States Army Air Force. He received his B.S. degree in music education from the State Teachers College, Potsdam, in 1946, and in 1947 joined the faculty of The Ohio State University as Assistant Professor of music theory. In 1951, Professor Vedder received his M.A. degree in music theory from The Ohio State University, and in 1954 attained the rank of Associate Professor, a position he held until his retirement in 1976.

Professor Vedder was active in the musical life of the School of Music. He was a member of Pi Kappa Lambda Music Honorary Fraternity and a charter member of the Ohio Theory-Composition Teachers Association. He is remembered as an able, dedicated, and enthusiastic teacher. His meticulously organized teaching materials significantly influenced the content of the theory courses in the undergraduate programs of the School of Music.

On behalf of the University community, the Board of Trustees expresses to the family of Professor Vedder its deepest sympathy. It was directed that this resolution be inscribed upon the minutes of the Board of Trustees and that a copy be tendered to the family as an expression of the Board's realization of the loss that the family has sustained.

Charles Ray Williams

The Board of Trustees of The Ohio State University expresses its sorrow upon the death on September 23, 1993, of Charles Ray Williams, Professor in the College of Education.

Professor Williams was born on August 31, 1934, in Berkeley, California. He received his B.A. degree in elementary education, music, and social science from California State University at Sacramento in 1957, his M.A. in educational administration and early childhood education from California State University at Sacramento in 1966, and his Ed.D. degree in curriculum and instruction, early childhood education, and sociology of education from the University of California at Los Angeles.

He spent the following 13 years as an elementary teacher, principal, supervisor, and superintendent at schools in Placerville and Los Angeles, California. From 1970 to 1972, he was assistant professor of education and assistant chairman of the Department of Curriculum and Instruction at the University of Texas at Austin. From 1972 to 1975 he served as the first executive director of the Child Development Associate Consortium in Washington, D.C.

Professor Williams came to The Ohio State University in 1975, where he remained in the early and middle childhood education program until his death. He also served as chairperson of the Department of Educational Theory and Practice from 1982 to 1987.

Dr. Williams was closely involved with the Whitehall City Schools' innovative education program, working with undergraduate student teachers and coordinating the post-degree program between The Ohio State University College of Education and Whitehall schools. The C. Ray Williams Early Childhood Education Center located at 625 South Yearling Road, was named in his honor.

RESOLUTIONS IN MEMORIAM (contd)

Charles Ray Williams (contd)

On behalf of the University, the Board of Trustees expresses to the family its deep sympathy and sense of understanding in their loss. It was directed that this resolution be inscribed upon the minutes of the Board of Trustees and that a copy be tendered to the family as an expression of the Board's heartfelt sympathy.

Upon motion of Mr. Kessler, seconded by Mr. Celeste, the Board of Trustees adopted the foregoing resolution by unanimous voice vote.

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FISCAL AFFAIRS COMMITTEE MEETING

Mr. Skestos:

Madam Chairman, I would like to call on Ms. Pichette to present three resolutions:

Ms. Pichette:

This first item is our quarterly report on the Waivers of Competitive Bidding granted from July through September 1993. During that period there were 63 waivers granted for annual purchases totally \$13.7 million. The greatest total amounts just over \$11 million were for the services and equipment for our Hospitals, including one waiver of \$7.5 million for blood products. The breakdown is shown on the exhibit included in your materials, we seek your acceptance of this report, and I would be happy to answer any questions that you may have.

**WAIVERS OF COMPETITIVE BIDDING REQUIREMENTS
JULY - SEPTEMBER 1993**

Resolution No. 94-58

Synopsis: Acceptance of the quarterly report on waivers of competitive bidding requirements is recommended.

WHEREAS the Purchasing Policy of The Ohio State University, adopted by the Board of Trustees on September 7, 1984, and revised on February 7, 1992, provides that the President and/or the Vice President for Business and Administration may grant a waiver from competitive bidding in the event of an emergency, when a sufficient economic reason exists, or when the goods or services can be purchased from only a single source, with a report on such waivers to be made quarterly to this Board; and

WHEREAS the Vice President for Business and Administration has submitted a report on waivers of competitive bidding requirements granted for the period of July - September 1993; and

WHEREAS during the period covered, the Vice President for Business and Administration, at the requests of the departments making the purchases and upon the recommendation of the Purchasing Department, granted 63 waivers of competitive bidding requirements for annual purchases totaling approximately \$13,616,300.00, as shown on the enclosed exhibit:

NOW THEREFORE

**WAIVERS OF COMPETITIVE BIDDING REQUIREMENTS
JULY - SEPTEMBER 1993 (contd)**

BE IT RESOLVED, That the report on waivers of competitive bidding requirements for the period of July - September 1993 is hereby accepted.

Upon motion of Mr. Skestos, seconded by Mr. Kessler, the Board of Trustees adopted the foregoing resolution by unanimous roll call vote.

(See Appendix XIX for background material, page 467.)

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EMPLOYMENT OF ARCHITECTS/ENGINEERS

Resolution No. 94-59

NEIL HALL RENOVATION

Synopsis: Authorization to employ architects/engineers for the listed project is recommended.

WHEREAS major renovation work is needed for Neil Hall and the University desires to proceed with the employment of a design firm to perform a building condition audit, prioritize needed renovations, provide detailed estimates of cost, and develop design for the renovation work; and

WHEREAS the renovations being considered are roof repairs, masonry repairs, installation of an elevator to meet ADA requirements, HVAC modifications, upgrade of the electrical system, installation of public restrooms on each floor, painting, and carpeting; and

WHEREAS the total estimated design cost is \$50,000, with funding provided by University funds:

NOW THEREFORE

BE IT RESOLVED, That the President and/or Vice President for Business and Administration be authorized to select qualified architectural/engineering firms as necessary for this project and that the fees for these services be negotiated between the firms selected and The Ohio State University.

Upon motion of Mr. Skestos, seconded by Mr. Kessler, the Board of Trustees adopted the foregoing resolution by unanimous roll call vote.

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Ms. Pichette:

Next, Mr. Chairman, is an authorization to move forward to construct additional parking lots on West Campus. This project will be funded by our Traffic and Parking Division and the exact number of spaces added will depend on the bids we receive. This project is part of our planning to replace spaces that will be lost as the College of Business project gets underway. We ask for your approval to request bids and award contracts for this project.

**EMPLOYMENT OF ARCHITECTS/ENGINEERS AND
REQUEST FOR CONSTRUCTION BIDS**

Resolution No. 94-60

WEST CAMPUS PARKING LOTS

Synopsis: Authorization to employ architects/engineers and request construction bids for the listed project is recommended

WHEREAS the University desires to proceed with the construction of additional parking spaces on the West Campus to replace parking lost on the main campus; and

WHEREAS this project will design 2,000 parking spaces and construct 1,000 parking spaces, with construction of an additional 1,000 as an add alternate to the project; and

WHEREAS the total estimated project cost for 2,000 spaces is \$2,360,000, and the total estimated construction cost is \$2,000,000, with funding provided by Traffic and Parking:

NOW THEREFORE

BE IT RESOLVED, That the President and/or Vice President for Business and Administration be authorized to select qualified architectural/engineering firms as necessary for this project and that the fees for these services be negotiated between the firms selected and The Ohio State University.

BE IT FURTHER RESOLVED, The President and/or Vice President for Business and Administration be authorized to request construction bids on this project in accordance with established University procedures, and if satisfactory bids are received, to award contracts, with all actions to be reported to this Board at the appropriate time.

Upon motion of Mr. Skestos, seconded by Mr. Shumate, the Board of Trustees adopted the foregoing resolution by unanimous roll call vote.

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AUDIT REPORT

Mr. Skestos:

Ms. Pichette will now ask Janet Achterman to give us a brief review of yesterday's meeting with Coopers & Lybrand on the Audit.

Ms. Pichette:

Mr. Chairman, as you know the University has a five-year contract with Coopers & Lybrand for annual audits of the University. Coopers & Lybrand have completed the Audit for 1992-93 and we are submitting that for your acceptance. There was a detailed collaborative presentation to the Fiscal Affairs Committee yesterday afternoon by Internal Audit, the Controller, and Coopers & Lybrand.

I would like to ask Mark Hilligoss, Director of Internal Audit, to introduce our external auditors and the summary of the presentation. Afterwards, Janet Achterman will give a brief overview of the University's financial condition. On behalf of Bill Shkurti and myself, I want to acknowledge the fine work that both Internal Audit, directed by Mark Hilligoss, and the Controller's Office, led by Janet

AUDIT REPORT (contd)

Ms. Pichette: (contd)

Achterman, do in coordinating this annual audit effort, getting it done in record time. And even though they report to two different vice presidents, they actually do get along quite well. Thank you.

Mr. Mark Hilligoss:

Yesterday, we recognized the efforts of a whole host of auditors and accountants but today I will just introduce two -- Janet Achterman, the Controller, and Dave Gaston, partner with our primary audit firm Coopers & Lybrand.

You should have three documents in your agenda materials: a blue report on financial statements; a gray report about the comprehensive overview of the financial statements and some key ratios that Janet Achterman will discuss with us in a moment; and a red report, which is Coopers & Lybrand's Management Letter for Fiscal 1993.

I would like to say that through the coordinated efforts we have had an unqualified clean opinion from Coopers & Lybrand for this year. That was issued on September 15 of this year, which is three days earlier than the prior year. I would also like to say that in addition to our normal unplanned and planned audits of the University, our role with the external audit process includes: the overall coordination with the University's external auditors and the State Auditor's Office; audit support with respect to attorney confirmations; NCAA financial and compliance audit; inventory observations; and the sharing of internal audit work with the external auditors to avoid duplication and to provide a greater level of comfort regarding the scope of their audit.

Just a brief word about some of the other key players on the audit engagement. Coopers & Lybrand is the primary auditor and are primarily responsible for the University's financial statement audit -- the Hospitals and the Research Foundation, to name the larger portions. Parmes and Company, a minority subcontractor, performs the work of Residence Halls and the Student Financial Programs; and Manoranjan & Jayanthan, our other minority subcontractor, perform the work of the WOSU Stations.

With that, I would like to present Janet Achterman.

Ms. Janet Achterman:

Thank you, Mark. As Mark referred to there is a gray document in front of you entitled, "Overview of Financial Condition and Results of Operation for the Fiscal Year 1992-1993." This was reviewed in great detail with the Fiscal Affairs Committee yesterday afternoon, and in the interest of time today I would like to direct you to the slides that are being shown. I pulled out just a few of the highlights of the financial presentation from yesterday.

Basically we reviewed our financial accounting and reporting environment and how it was the same and/or different from the private sector. We also looked at some historical trends and ratios to determine what was the University's financial performance, what is the University's financial condition, and how does the financial community view us. In doing that we looked at several financial ratios over a ten-year period of time.

AUDIT REPORT (contd)

Ms. Achterman: (contd)

Here we take a look at select revenue trends [slide presentation]. This represents revenue items as a percent of total revenue that comes in for educational and general purposes. As you can see a rather interesting trend -- although probably not surprising -- is that as our State appropriations have become a lesser and lesser portion of our educational and general revenues. Tuition fees have had to be increased to compensate for that. Our best relationship was in 1987, where State appropriations were at 44 percent of total revenues for E&G and tuition fees were at 19.8 percent. At that time, it was the University's goal to maintain around a 20 percent relationship for student tuition and fees, but as you can see because of State appropriations that was not possible.

This graph mirrors some of the comments that Jim Mager made this morning. This represents scholarships and other fee payments for our students as a percentage of tuition, room, and board. While tuition, room, and board have increased at an average rate of 6.1 percent over the past 10 years, financial assistance to students in the form of scholarships, fellowships, and fee authorizations have increased at an average of 9.5 percent. Currently the financial assistance to students covers nearly 37 percent of their tuition, room, and board. So we feel that is very positive.

One of the other interesting highlights is how we are doing on maintaining our physical plant. The red line at the top shows our investment in buildings, land, and improvements over the past ten years. In 1983 that topped a billion dollars. That barely perceptible yellow line at the bottom is what we are actually spending for plant operation and maintenance during that same period. In fact, in fiscal 1993 actual plant operation and maintenance expenditures decreased by \$7 million. What this represents in real dollars, not inflation adjusted dollars, is that in fiscal 1984 we spent 6.6 cents to operate and maintain each one dollar of buildings and grounds. In Fiscal '93 we are only spending only 4.1 cents to operate and maintain each one dollar of buildings and grounds. This is an alarming trend that is sweeping the country, and one I believe the Board needs to be aware of.

Mr. Shumate:

Do you think that 6.6 figure was adequate or should it even be higher than that?

Ms. Achterman:

It is hard for me to say Mr. Shumate, I was not on campus in 1984. I was on campus by 1985-86 and I know at that point in time that there were concerns then about the physical conditions of our facilities. And I think those concerns continue to increase.

Ms. Casto:

I think at some point in time we are going to have to set aside some revenues and have a plan so that our buildings and grounds don't totally deteriorate. I know that Yale has run into some major problems and now they are spending their endowment monies.

AUDIT REPORT (contd)

Ms. Achterman:

That is a trend that is going on in both the private and the public sector institutions.

Mr. Kessler:

What do you think the proper ratio or the number should be?

Ms. Achterman:

That is a number that we have not calculated yet, Mr. Kessler. We have taken a look at the information for all of the Big Ten and the Big Ten average -- unfortunately we are the lowest in the Big Ten in terms of our maintenance expenditures for our facilities. But in talking with all of my Big Ten colleagues, I can say to you that they are not comfortable with their facilities either.

Ms. Pichette:

We don't exactly use the 6 cents and 4 cents number, we do look at the dollars we spend per square foot and we spend half of what some benchmark data from NACUBO was. The average university that we pulled out, trying to get comparable to our size, was spending maybe \$4.00 per square foot in maintenance and we were at \$2.16 per square foot. So we use square foot totals. This is just another way of slicing it. We could maybe try to get benchmark data based on this, but on the square foot basis we are definitely very far below the average.

Mr. Kessler:

But I think that depends on how they are built, how they are constructed, whether it is brick -- I don't know that there is a magic number. So if you say we are short, I don't know what you think it should be.

Mr. Shumate:

The point of my question was that we have heard consistently that we should be doing better and I think the Board is very supportive of attempting to improve in this area. But we need a recommendation for a range or target goal for us to shoot for.

Ms. Achterman:

I think that is a good recommendation and working with Vice Presidents Shkurti and Pichette, we can do that.

Ms. Pichette:

We do have a recommendation of how much we should be spending on deferred maintenance and it was in the Capital Budget that was brought forth in June. We did try to use universities that were similar to us that is why we use square footage -- they are also research universities -- but many people are struggling with this. On an annual basis for deferred maintenance we would like to have probably \$10 to \$20 million a year more just on deferred maintenance to start breaking even.

AUDIT REPORT (contd)

Mr. Kessler:

But that number doesn't mean anything to me.

Ms. Casto:

Maybe what we need is a plan.

Mr. Shkurti:

Madam Chairman, why don't we put together some comparable data both on Ohio State historically, on peer institutions, and give you some recommendations. It is not fair to ask the Controller alone to set that ratio, it is really a University-wide decision. But we will come back to you with some comparable information and a plan on how we plan to get from A to B. We actually started the process -- Janet Pichette indicated with the Capital Budget in June we are trying to get more money into renovation, but I think there are some other things we need to do. We will be glad to come back to you with that information.

Mr. Kessler:

Thank you.

Ms. Achterman:

One of the other bits of information we looked at yesterday is where we stand in terms of our current funds equity. Our current funds equity totals \$112 million, but that is just 5.1 percent of all of our funds equity. As you can see from the chart, the majority of our current funds equity is in the educational and general fund group as opposed to auxiliaries and Hospitals. However, within educational and general you can see that 72 percent of our equity is restricted. This means that there are specific restrictions by external donors and others on how the money can actually be spent.

Taking a look now at educational and general equity trends over the past 10 years, you see some rather interesting trends on our unrestricted -- that is the red line on top. In the mid-'80's we had a definite buildup of equity from 1984 through 1987. In 1988 and 1989 we had a deliberate attempt to spend down those equity balances. In 1988 the large drop was because of our early retirement incentive program at the time, and in 1988 - 1989 combined was early retirement as well as some additions in the capital funds. In 1990 - 1991 we enacted some expenditure controls and got the balances back up to a reasonable level. In 1992 you see the unrestricted balances actually going into a deficit situation. That was again a temporary and planned deficit for the early retirement incentive program that ended in fiscal 1992. You can see then that fiscal 1993 went back up to a more reasonable level.

The yellow line is the restricted equity categories and you can see the upward trend from 1984 through 1990 mirrored our capital campaign. A slight downward trend in 1991 and 1992 because some of the balances were spent, and then an upward trend again in 1993. This again was primarily due to an increase in private gifts, grants, and contracts for that fiscal year.

AUDIT REPORT (contd)

Ms. Achterman: (contd)

One of the key questions that was asked yesterday was, "Did the University live within its means?" This is a trend from 1984 through 1993 that shows you that in some cases we did and in some cases we didn't. It shows what percentage of current funds revenue remains after all current funds expenditures and mandatory transfers are taken out. A positive ratio indicates a surplus for the year and a negative ratio indicates a deficit for the year. You can see again in 1988 that we had to dig into balances in order to operate for that fiscal year and that was because of the early retirement incentive program. Again, in 1992 we came close to the zero contribution margin because of the early retirement program. In 1993 we were back up at 5.9 percent for total current operations and that increase was primarily due to the Hospitals that had a net current operating margin of 12.1 percent.

In conclusion, we believe that the University's financial performance did improve over the last year. The most significant improvement was in the current educational and general funds equity, again due to not having an early retirement program this year. The most encouraging trends are the increase in student financial support and services, the increase in research dollars, the health of our endowment funds, and a decrease in institutional support costs. The most significant causes for concern are obviously the decline in State support, our increased dependence on tuition and fees to cover costs, the decrease in public service, and our deferred maintenance issue.

Overall, the University continues to live within its means, the University is financially sound, and most financial trends are positive. However, additional budget reductions may be necessary in future years to insure this sound fiscal status continues.

Mr. Chairman, that concludes my report. I will be happy to answer any questions that you might have.

Mr. Skestos:

Any questions?

Mr. Hilligoss:

I would like now to have Dave Gaston present some key parts of the management letter.

Mr. Dave Gaston:

Thank you, Mr. Hilligoss. Certainly as your outside independent auditors our role is fairly clear-cut. Basically, we are giving you assurance on the financial statements that are the basis for Janet's comments and remarks as to the financial position and the results of operations for the University for the year.

Yesterday, we covered fairly in-depth the organization of the audit, a group of communications which I will paraphrase for you this morning, a series of recommendations to the Trustees that emerged from our work, some of the other reports that we do issue on the campus at large, a few of the emerging issues that we see affecting the University in the very near future -- certainly from the

AUDIT REPORT (contd)

Mr. Gaston: (contd)

accounting and tax side, and then spent a good bit of time with the Committee on questions and discussion.

There are about a dozen items that as auditors we are required to communicate to a fiscal affairs or an audit committee. And typically those items would be somewhat of an early warning or an advance knowledge of any disputes or difficulties that we encountered in the audit process. I would say again this morning, as I did yesterday, that those things did not arise. There were not significant fluctuations or unusual events, there was not a lack of cooperation by any means, and there were no disputes with the University. So those are, if you will, comforts that we can provide that things did operate in a normal manner.

In addition, we provided about four recommendations to the Fiscal Affairs Committee out of any number of recommendations that we all make in the course of the audit. Primarily those recommendations speak to the information technology or computer environment if you will. It is a subject that you all have heard about before. We have commented again on the speed or the developments that have occurred in the past year, and continue to press this issue for improvement for the University community.

Secondly, we brought up a new topic which is the handling of Accounts Receivable campus-wide, and we have made a number of comments and remarks about how that process might be improved. Although it is a small percentage of the University's assets, it does amount to some \$18 million worth of amounts that are receivable from our various publics on the outside.

We also reiterated two recommendations: 1) having to do with the compensated absence accounting within the University's records; and 2) a summary or a summing up if you will of the litigation posture of the University, which I think the Fiscal Affairs Committee took to heart. And, perhaps, a need to report that on a current basis, periodically, through the year to you folks as Trustees.

Again, all of these items are in more detail in the red booklet that we pointed out earlier and there is a response. The University has certainly given a response to each and everyone of our recommendations, and we would all hope to see progress in this area during the year.

Just as a reminder, there are a number of other reports -- not just the University's audit report -- that we jointly work with you on. This involves reports to the University Hospitals Board; the Research Foundation receives a separate audit report; and Residence and Dining Halls and WOSU Stations receive reports primarily done by the minority firms that we do work with. In addition, there are some overall government compliance reporting that we do assist you with and those reports would probably stack a little higher than we are here at the table, but they go on throughout the year. It is just not a one-time a year event.

There are a couple of emerging issues, none of which come as a surprise to the Controller's Office or to the financial area of the University. But just as a reminder this coming year, for the first time the State of Ohio will roll-up all of its interested entities, including the college and university systems into a grand financial statement for the State. We have all practiced that process through the year and that was one of the reasons for such an early release of the University's financial

BUDGET UPDATE (contd)

Mr. Gaston: (contd)

information. One effect here at the University would be to consolidate, if you will, the Foundation's information in with the University's. It doesn't change the fact that the Foundation is still a separate legal and reporting entity and goes its own way. But more than likely this time next year it will be included in the University's financial statements. This is all inconsistent with the Governmental College and University Accounting Model that Ohio State has elected to follow. This is another one of the government accounting bulletins that we have listed, numbered fourteen and fifteen.

Finally, as we have mentioned before, the University is not immune from the Internal Revenue Service's interest, along with Ms. Achterman's active interest in this area. The Budget Reconciliation Act or the Tax Act of this year imposes new restrictions, limitations, and information reporting in areas such as contributions and unrelated business income.

So in a nutshell this is what we reported to the Committee. As I mentioned earlier there were extensive questions and answers as we went through the afternoon.

Mr. Skestos:

Thank you, Dave. Any further questions? Thank you all for your presentations.

**ACCEPTANCE OF THE REPORT OF AUDIT
RECOMMENDATIONS AND RESPONSES FOR 1992-93**

Resolution No. 94-61

Synopsis: The report of the audit recommendations and responses for The Ohio State University for 1992-93 conducted by Coopers & Lybrand is recommended for acceptance.

WHEREAS in April 1991, with the approval of the Auditor of State, The Ohio State University entered into a five-year agreement with Coopers & Lybrand for an annual audit of the University for fiscal years 1990-91 through 1994-95; and

WHEREAS the Coopers & Lybrand audit of the University for 1992-93, meeting the requirements of the Auditor of State, has been received and the accounts, records, files, and reports of the University have been found to be in satisfactory condition, but certain recommendations have been included in the audit report; and

WHEREAS the auditors' recommendations have been studied by the appropriate University offices, and procedures and responses have been developed as a result of the recommendations:

NOW THEREFORE

BE IT RESOLVED, That the report of the Coopers & Lybrand audit for The Ohio State University for 1992-93 (including the report on the audit of the University's financial statements; the report on the internal control structure; and the summary of recommendations to management) and the management responses to the recommendations be accepted.

Upon motion of Mr. Skestos, seconded by Mr. Celeste, the Board of Trustees adopted the foregoing resolution by unanimous roll call vote.

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Mr. Shkurti:

Mr. Chairman, the State Auditor requires us to report annually to the Board of Trustees those transfers which are from one fund group to another. They are listed in your book and in the interest of time and my sanity I will not go through those line by line, but rather Mr. Chairman, if there are any questions I will be glad to respond.

Mr. Skestos:

Any questions?

**NON-MANDATORY TRANSFERS FROM CURRENT FUNDS
FISCAL YEAR 1992-93**

Resolution No. 94-62

Synopsis: Transfers to Endowment Principal Funds, Unexpended Plant Funds, Renewal and Replacement Funds - Remodeling and Renovation, Renewal and Replacement Funds - Repair and Replacement, and Retirement of Indebtedness Funds be submitted for approval.

WHEREAS non-mandatory transfers from current funds for the fiscal year 1992-1993 have been made; and

WHEREAS this accounting procedure is in compliance with the Auditor of State that all transfers among fund groups be reported:

NOW THEREFORE

BE IT RESOLVED, That the transfers as detailed in the accompanying report be accepted and approved.

Upon motion of Mr. Skestos, seconded by Mr. Celeste, the Board of Trustees adopted the foregoing resolution by unanimous roll call vote.

(See Appendix XX for charts, page 469.)

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Mr. Skestos:

Ms. Tom, would you like to now talk to us about two resolutions that you want to present to us -- the PERS Employing Units and the Sexual Harassment Policy.

Ms. Tom:

The pension program for our non-faculty staff is provided through the Ohio Public Employees Retirement System or PERS as it is known. The PERS rules establish requirements for mandatory and voluntary early retirement incentive programs. The Revised Code further allows State institutions to designate units within the University for compliance with these requirements.

We are proposing that the units specified in Appendix XXI in the materials that you received be established for purposes of complying with these PERS provisions. These units very closely follow the rational administrative structure of the University.

Ms. Tom: (contd)

We believe that this approach will provide the University with the flexibility we need to manage our resources and staffing levels. I think this will be of particular importance as we continue to review the organization in terms of structure and as we work to ensure continued financial stability.

These proposed units have been reviewed by PERS and we have been given approval. The approval of the Board is requested for this to be officially approved and I will be happy to answer any questions.

PERS EMPLOYING UNITS

Resolution No. 94-63

WHEREAS Section 145.298 of the Ohio Revised Code requires a state employing unit to establish an early retirement incentive plan for its employees in the event that a designated number of lay-offs occur within the employing unit; and

WHEREAS Section 145.297 of the Ohio Revised Code allows a state institution of higher education to designate employing units in order to determine the applicability of Revised Code Section 145.298, and also for the purpose of establishing voluntary retirement incentive plans for its employees; and

WHEREAS The Ohio State University has submitted a proposed employing units plan for review by The Public Employees Retirement System and has been advised that the designated employing units are acceptable as listed:

NOW THEREFORE

BE IT RESOLVED, That the colleges and administrative offices listed in Appendix XXI, a copy of which is attached, are established as employing units within The Ohio State University in accordance with the requirements of Section 145.297 of the Ohio Revised Code; and

BE IT FURTHER RESOLVED, That the employing units are created for the sole purpose of complying with Sections 145.297 and 145.298 of the Ohio Revised Code and they have no applicability to any other employment or fiscal issue; and

BE IT FURTHER RESOLVED, That in determining the applicability of the mandatory early retirement incentive plan requirements of Revised Code Section 145.298, the University shall count the total number of employee lay-offs within an employing unit which occurred between July 1, 1993 and December 31, 1993, and in subsequent six month periods; and

BE IT FURTHER RESOLVED, That the President and/or the Vice President for Human Resources are hereby authorized to notify The Public Employees Retirement System of the establishment of the employing units in accordance with the terms of this resolution.

Upon motion of Mr. Skestos, seconded by Mr. Shumate, the Board of Trustees adopted the foregoing resolution by unanimous voice vote.

(See Appendix XXI for a list of Employing Units, page 477.)

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Ms. Tom:

The next resolution is regarding the University's Sexual Harassment Policy and this is a revision of a policy that was developed back in 1983. The University is committed to ensuring that the environment for work and study be free from sexual harassment. Further, the University is required by law to adopt a very clear policy and procedures to address problems of sexual harassment when they occur.

The policy that we are putting before you for approval was developed with extensive consultation of faculty, staff, and students, over many months in the last year. This included numerous focus groups, meetings with faculty Senate Committees, constituency groups, and administrative units. And the approval of the Board is requested.

I will be happy to answer questions, but also present today is Helen Ninos. Helen, will you please stand to be recognized. Helen is Director of Dispute Resolution Services and I want to publicly commend Helen for her leadership and her substantial work in getting this policy through. Members of Helen's staff were not able to be here, but also deserve to be recognized and they are: Marylou Bean, Gail Carr-Williams, and Kevin Carey. I also want to acknowledge the help of our Senate leadership, Dr. Martha Garland, previous chair of the Steering Committee, who was very helpful, and Drs. Tom York and Harry Allen who were also very helpful. So with that, I am open to questions if there are any.

SEXUAL HARASSMENT POLICY REVISION

Resolution No. 94-

64

WHEREAS the University desires to ensure an environment for work and study free from sexual harassment; and

WHEREAS the University wishes to revise its policy and procedures relating to the investigation and resolution of allegations of sexual harassment; and

WHEREAS the University is required by law to adopt such a policy and procedures; and

WHEREAS the President has consulted with the appropriate University officials and committees with respect to the revision of this policy:

NOW THEREFORE

BE IT RESOLVED, That the Sexual Harassment Policy and accompanying procedures which are attached hereto as Appendix XXII are adopted as a policy of the University, effective November 5, 1993.

Upon motion of Mr. Skestos, seconded by Mr. Celeste, the Board of Trustees adopted the foregoing resolution by unanimous voice vote.

(See Appendix XXII for Sexual Harassment Policy, page 479.)

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TREASURER'S REPORTS

Resolution No. 94-65

RESOLVED, That the reports on the University's Endowment Fund, dated October 15, 1993, the University's Endowment Fund Quarterly Report, dated September 30, 1993, and the University's Investment Pool Property, dated June 30, 1993, as submitted to the Investments Committee of the Board of Trustees, be received and filed with the official records of the Board.

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Thereupon the Board adjourned to meet Friday, December 3, 1993, at The Ohio State University Fawcett Center for Tomorrow, Columbus, Ohio.

Attest:

Robert M. Duncan
Secretary

Deborah E. Casto
Chairman